



CITY COUNCIL MEETING

Monday, November 24, 2025
Community Auditorium, 1915 Main Street

Malynda Wenzl, Mayor

Mariana Valenzuela, Council President
Angel Falconer, Councilor
Donna Gustafson, Councilor

Michael Marshall, Councilor
Karen Martinez, Councilor
Brian Schimmel, Councilor

[TVCTV Livestream](#)

[Zoom Webinar](#) Meeting ID: 850 7572 2488 Passcode: 97116

5:30 - URBAN RENEWAL AGENCY EXECUTIVE SESSION

EXECUTIVE SESSIONS ARE CLOSED TO THE PUBLIC. No formal decisions or actions will be taken. News media representatives may attend but may not disclose information discussed. News media can request a link to attend via Zoom by emailing: mwoods@forestgrove-or.gov

The URA Board will convene to hold an executive session: ORS 192.660(2)(e) to conduct deliberations with persons designated to negotiate real property transactions.

5:45 - CITY COUNCIL WORK SESSIONS

No public comment will be taken. The Council will take no formal action.

Community Survey

Staff: Stephanie Fleischer, Communications and Programs Manager

Protect Forest Grove Ordinance

Staff: Jesse VanderZanden, City Manager; Henry Reimann, Police Chief

7:00 - CITY COUNCIL MEETING

A. Call to Order

1. Roll Call
2. Land Acknowledgement
3. Pledge of Allegiance

B. Public Comment: Time provided for anyone wishing to speak to City Council on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments limited to 2 minutes unless additional time is granted by the Presiding Officer. The public comment period shall not exceed 30 minutes unless a majority of Councilors present vote to extend the time. Zoom attendees may use the "Raise Hand" option to be called on.

1. Written Public Comment

C. Consent Agenda: Items under the Consent Agenda are considered routine and will all be adopted with a single motion, without separate discussion. Councilors who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. **RESOLUTION 2025-62 CONSENTING TO APPOINTMENTS TO CITY OF FOREST GROVE ADVISORY BOARDS, COMMITTEES AND COMMISSIONS**
2. **RESOLUTION 2025-63 ESTABLISHING TWO SUBCOMMITTEES OF THE PUBLIC ARTS COMMISSION (PAC) FOR THE PURPOSE OF DEVELOPING PLANS FOR MAIN STREET PUBLIC ART AND GARBAGE CONTAINER BEAUTIFICATION**
3. Letter to Washington County Requesting Suspension of Flock Safety Contract

D. Additions/Deletions

1. City Manager
2. Proposed by Councilors

E. Presentations: The Council will hold questions until the end of each presentation.

1. 7:15 **Light & Power Annual Report**
Staff: Keith Hormann, Light & Power Director
2. 7:30 **Library Annual Report**
Staff: Colleen Winters, Library Director
3. 7:45 **Community Development Annual Report**
Staff: Bryan Pohl, Community Development Director
4. 8:00 **Administrative Services Annual Report**
Staff: Jesse VanderZanden, City Manager

F. 8:15 Public Hearings, Ordinances, and Resolutions

1. **RESOLUTION 2025-64 DECLARING THE CITY OF FOREST GROVE A SANCTUARY CITY FOR ALL PERSONS, REGARDLESS OF RACE, COLOR, NATIONAL ORIGIN, IMMIGRATION OR REFUGEE STATUS, RELIGION, SEX, GENDER IDENTITY (INCLUDING GENDER EXPRESSION), SEXUAL ORIENTATION, MENTAL AND PHYSICAL ABILITY, VETERAN STATUS, OR AGE**
Staff: Jesse VanderZanden, City Manager
2. **RESOLUTION 2025-65 AUTHORIZING CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF FOREST GROVE AND WASHINGTON COUNTY FOR ADMINISTRATION OF THE CITY OF FOREST GROVE'S TRANSIENT LODGING TAX (TLT)**
Staff: Bryan Pohl, Community Development Director

G. 8:35 Council Communications:

1. Councilor Reports
2. City Manager's Report
3. Mayor's Report

H. 9:00 Adjournment

Holiday Greeting Recording

Americans with Disabilities Act (ADA) Notice: The City is committed to providing equal access to public meetings. Requests for accommodation can be submitted to the City Recorder at least 48 hours before the meeting at: mwoods@forestgrove-or.gov or 503-992-3235



Community Survey

Stephanie Fleischer | Communications and Programs Manager

November 24, 2025

AGENDA

Purpose

Background

Positives and Drawbacks

Other Cities

Options

Questions and Discussion

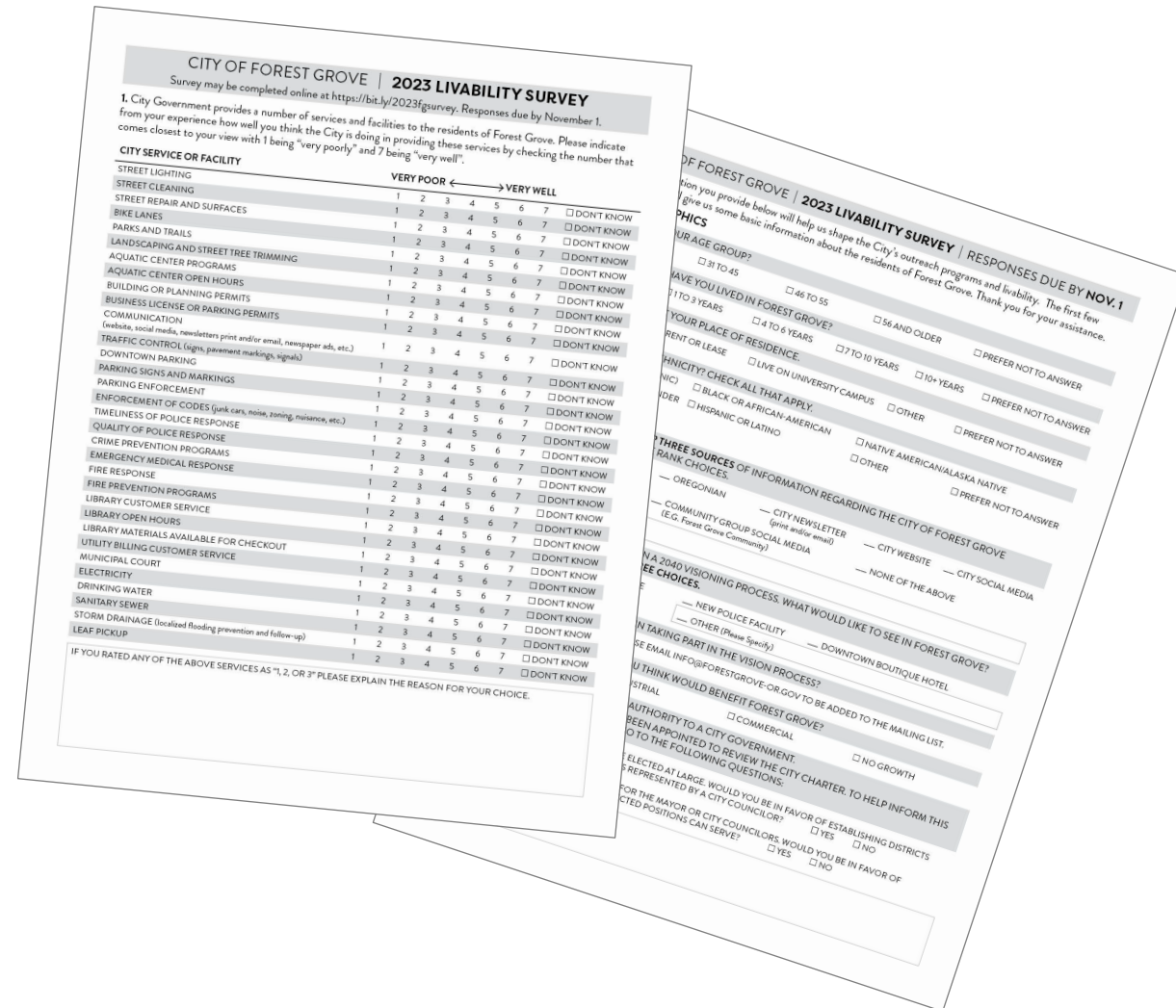
PURPOSE

3

Discuss and reach consensus on the future of the Community Survey.

BACKGROUND

- The Community Survey began in 1998 and is conducted every two years to gather resident feedback.
- The survey tracks opinions on City services, overall livability, and community demographics (demographic questions are optional).
- It is distributed online and by mail with utility bills, available in both English and Spanish.
- The survey is managed internally using the SurveyMonkey platform.
- Composed of two parts: 1) city service rankings and 2) livability questions.



BACKGROUND

THE 2023 SURVEY INCLUDED:

- Large social media ad campaign and community engagement.
- In addition to ranking City services, the 2023 survey included questions on community livability, such as:
 - What would you most like to see in Forest Grove?
 - What are your top three sources of information about the City of Forest Grove government?
 - Two questions related to City Charter changes.
- The survey process is approximately 6 months from start to finish.
- The results of the survey were presented to City Council and, in some cases, informed the budget process.
- Following the completion of the 2023 survey, the City launched the Forest Grove Forward 2040 process with a community survey.

2023 SURVEY TIMELINE

Aug. 7



Sep. 1



Nov. 1



Dec. 11

- Social media announcement of the upcoming survey.

- Community Survey went live.
- Printed survey provided to a third party for printing and mailing services.
- Social media continued til the end of the survey, Nov. 1.

- Last day to complete the survey.
- Staff begins manually entering the data from the paper surveys.
- Allow approx. a week or more for residents to return to the city drop box or utility bill.
- Compile results

- Results of the community survey presented to the City Council.

POSITIVES

7

- The City gains usable data about the community's priorities and city services including potential trends or areas needing improvement.
- Survey can inform the budget process.
- Always a great way to interact with our community members.

DRAWBACKS

- Data can't always be used.
 - For example, it may be related to something the city cannot control, i.e., Community Development isn't always able to make change because they must follow state mandates.
- City Services rankings are usually consistent. The last three surveys were within 0.13 points.
 - 2018 average ranking is 5.36
 - 2021 average ranking is 5.49
 - 2023 average ranking is 5.37
- Process is a huge time commitment.
- A two-year cycle may not allow city staff enough time to address the priorities, creating frustration because the community wants to see action.
- Surveys are happening all the time- Trimet, Washington County, WCCLS, and more. May be conducting one for the police facility.

OTHER CITIES



Beaverton | Polco

New process, but they have decided to use their survey to inform the strategic plan.



West Linn | Polco

Survey as needed or Council request



Wilsonville | Polco

Every 2 years

OTHER CITIES



Hillsboro | Internally

As needed/Council request.

Currently conducting a
Police Department
Community Survey.



Eugene | ETC Institute

Every 3 years



Lake Oswego | ETC Institute

Every 2 years

OPTIONS

OPTION 1

Align the community survey with the 2040 Plan and the budget cycle.

- Partner with 2040 consultant and conduct survey every four years.
- Highlight what has been accomplished in the 2040 Plan.
- Include the existing City Services ranking system.
- Solicit resident input on future 2040 priorities.
- Invite community suggestions for additional priorities or updates to 2040 Plan.
- 2040 Plan updated every four years based on this information.

OPTION 1 TIMELINE

SUMMER 2028



FALL 2028



WINTER 2029



SUMMER 2029

- Begin the community survey and outreach to inform the 2029-2031 budget cycle and update the 2040 plan.

- Present results to the City Council

- Begin updating the 2040 plan based on community survey and outreach results.
- Budget prep begins

- Budget committee begins
- Proposed budget heads to council for adoption.
- Begin advertising updated 2040 to community members

OPTIONS

OPTION 2

Continue conducting the Community Survey every two years with an external contractor.

- Reduce staff time and ensure consistent data.
- Would provide more data, however, may result in over-surveying.
- Data may be outdated prior to five-year update of 2040 Plan.
- Costs vary based on population size, project scope, platform features, and the selected survey tool.
- Could be an annual fee associated with the platform.

OPTIONS

OPTION 3

Status quo: continue conducting the Community Survey every two years using city staff.

- Would provide more data, however, may result in over-surveying.
- Data may be outdated prior to five-year update of 2040 Plan.

QUESTIONS AND DISCUSSION

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- Questions about the survey process?
- What do you think of each option?



Protect Forest Grove Ordinance

Jesse VanderZanden | City Manager
City Council Work Session | November 24, 2025

City of Forest Grove

AGENDA

Purpose

Background

Questions

PURPOSE

To discuss an ordinance that codifies sanctuary city provisions, modeled after the “Protect Portland” ordinance.

BACKGROUND

The Council reached consensus at a work session on November 10, 2025, to codify Oregon’s sanctuary city laws (ORS 181A.820) using “Protect Portland” as the example.

U.S. cities that have codified sanctuary city policies include, but are not limited to, Portland, Seattle, Albuquerque, Boston, Chicago, Denver, Los Angeles, New York, and Philadelphia. Other Oregon cities are considering this as well.

Portland is the only city in Oregon to codify sanctuary city laws. Portland codified them in October 2025 under Chapter 23.20 of the Portland code. See attached.

ORDINANCE

- Legislative action.
- Requires public notice and effective a minimum of 30 days upon passage unless ordinance has emergency clause.
- Considered more permanent and binding.
- Purpose: To create rules of conduct, regulate activities, or establish permanent policies.
- Examples: Zoning laws, local tax rules, traffic regulations, code enforcement and building codes.
- Enforcement: Can include penalties, fines, or other enforcement measures for violations.

RESOLUTION

5

- Administrative action.
- No public notice and effective immediately upon passage.
- Considered a formal statement of opinion or a decision on a specific, often temporary, issue.
- Purpose: To express the will of a governing body on a particular topic, authorize an administrative action, or make a policy statement.
- Examples: Approving a contract, awarding a bid, passing a budget or adopting a position on a regional matter.
- Enforcement: Not used to establish enforceable laws with penalties. It is effective only until its purpose is accomplished or it is amended or repealed.

CODIFICATION

- Forest Grove’s Code is organized by Title, then Chapter, then Section
- It proceeds from general to specific. For example:
 - Title XV (Land Use)
 - Chapter 154 (Comprehensive Plans)
 - Section 154.01 (Chapters Adopted)
- There are intentional spaces between Titles, Chapters, and Sections to allow for new code without having to renumber all existing codes
- Portland added a new Chapter entitled “Sanctuary City” under an existing Title

CODIFICATION

- Title III, Administration, Section 33.01 of the Forest Grove city code states:
 - *The City Manager or Council may add other and additional duties and regulations to the enforcement and administration responsibilities of any department.*
 - *The City Manager or designee shall be responsible for the administration and enforcement of this code.*
- Sanctuary codification would likely be a new Chapter (39) under existing Title III, Administration.

LEGAL CONSIDERATIONS

- The legal considerations are similar to a sanctuary city resolution.
- Executive Order (EO) 14287, signed by the President on April 28, 2025, requires the Attorney General to publish a list of states and local jurisdictions that have declared sanctuary status. Further, it directs the Office of Management and Budget to identify federal funds to those jurisdictions and suspend or terminate them.
- Portland is the only city in Oregon that has been listed by the Department of Justice. According to the EO, the list will be reviewed regularly, and if a jurisdiction declares itself as a sanctuary jurisdiction, such action will be one of the aspects the federal government will consider when adding jurisdictions to the list.
- If Forest Grove gets added to the list, the consequences are unknown, but it may draw increased attention from the federal government, possibly resulting in legal action, restrictions on the city's access to federal funding (which could affect private entities located within the city that receive federal funds), and the potential for increased immigration enforcement.

PORTLAND EXAMPLE

- The “Protecting Portland” ordinance contains the following:
 - Prohibits assistance: City employees and contractors are forbidden from assisting federal agencies with immigration enforcement.
 - Bans resource use: City resources cannot be used for immigration enforcement activities.
 - Requires new policies and training: The ordinance mandates the creation of policies, training, and resources for city staff to manage interactions with immigration enforcement agents.
 - Requires public reporting: The Portland Police Bureau must report any exceptions to or violations of the prohibition on assisting with immigration enforcement.
 - Mandates information requests: The City is required to submit Freedom of Information Act requests to DHS and ICE to gain insight into federal activity.
 - Defines non-public areas: The ordinance designates certain city-owned spaces as non-public, which federal immigration agents cannot access without a warrant.
 - Includes a disclaimer: The ordinance includes a limit stating that state and federal law override its provisions.
 - Included an emergency clause for immediate enactment.

DISCUSSION

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Chapter 23.20 Sanctuary City

City Code Chapter

(Chapter added by Ordinance 192115, effective October 15, 2025.)

[23.20.010 Definitions.](#)

A. City entity means any bureau, office, program, employee, or contractor of the City.

B. City employee means any individual employed by the City in a position classified under the categories defined in City Code or Administrative Rule HRAR-3.03.

[23.20.020 Intent.](#)

A. The City recognizes and values the diverse contributions of all individuals and affirms its commitment to treating all persons with dignity and respect, regardless of race, color, national origin, immigration or refugee status, heritage, culture, religion, sex, gender identity or expression, sexual orientation, ability, age, or economic status.

City Council, in the interests of public and community safety, and in the lawful exercise of its authority and for the protection of all persons within its jurisdiction, confirms the City's commitment to safeguarding and supporting immigrant and refugee communities through binding municipal law.

[23.20.030 Policy.](#)

A. Consistent with state and federal law, the City prohibits the use of City resources to enforce federal immigration law.

1. City facilities, property, moneys, equipment, technology or personnel may not be used for the purpose of investigating, detecting, apprehending, arresting, detaining or holding persons for the purpose of enforcing federal immigration laws.

2. No City entity or law enforcement agency may enter into a formal or informal agreement with a federal immigration authority relating to the detention of a person for the purpose of enforcing federal immigration laws.

3. Except when required by state or federal law, no City entity or law enforcement agency may collect, inquire into, or disclose information concerning an individual's immigration or citizenship status, country of birth, or other personal information for the purpose of enforcing federal immigration laws.

4. The prohibitions and requirements set forth in this Chapter do not apply to the following:

a. When required by court order, or a warrant authorized by a court;

b. When disclosure is required by a judicial subpoena issued as part of a court proceeding or by another compulsory court-issued legal process;

c. When disclosure is required to effect the international extradition to this state and return of a person charged with or convicted of crimes in this state and for whom a warrant of arrest has been

issued;

d. To the extent that the information is available to the general public and under the same terms and conditions as it is available to the general public;

e. When the information is necessary to advance an investigation into a violation of state or local criminal law;

f. When the information is submitted to a court of this state, whether orally or in writing, in connection with a proceeding in that court; or

g. When the information is necessary to determine the individual's eligibility for a benefit the individual is seeking.

B. All City staff are required to participate in ongoing training on the City's sanctuary policies. The content of this training will align with federal law, state law, and Portland City Code.

1. Training will include, at a minimum:

a. Sanctuary City Code provisions and City policies;

b. The distinction between administrative warrants and judicial warrants;

c. The difference between and importance of public and nonpublic spaces, including authorized access to City spaces and facilities;

d. Guidance on responding to inquiries or actions by a federal immigration authority, including requests for information regarding City employees or residents and visitors and attempts to access City property or City-sponsored meetings;

e. The process for rapidly contacting the appropriate City official in urgent situations; and

f. Training specific to supervisory responsibilities.

2. The training may also include, but is not limited to:

a. Information on how and where employees can access relevant City resources and additional learning materials;

b. Resources for City employees directly affected by federal immigration authority enforcement action; and

c. Protocols for supervisors on responding if employees are detained, as well as guidance on compassionate leadership and support for employees.

3. The training will be reviewed no less than annually and may be reviewed more frequently as necessary. Revisions will incorporate emerging best practices, newly enacted laws, updated protocols, and relevant resources. Updates will be informed by feedback from Employee Resource Group representatives, relevant and representative bureaus, equity and language subject matter experts, labor union representatives, immigration rights organizations, faith leaders, community leaders, nonprofits, educational institutions and additional community partners.

C. City-owned and leased spaces and buildings will display visible signage identifying entry requirements for the public and visitors and the specific areas which are public spaces and all areas that are not.

- 1.** Signage will be in accordance with best practices for language access and plain language, and recommendations of Employee Resource Groups, equity and subject matter experts on immigrant affairs and rights.
- 2.** Signage will include companion resources to explain the signage and contain additional resources and contacts. Companion resources will be based on best practices for language access and plain language, Sanctuary City trainings, and content should be in accordance with immigrant rights organization recommendations.
- 3.** Signage policies and resources will be updated regularly and informed by experts, City Attorney advice, Employee Resource Groups and community leaders in language access, equity, immigrant affairs and rights, and additional relevant subject matters.

D. Immigrant affairs tracking evaluation and reporting.

The City will regularly review their existing programs and services to identify ways to comply with this Code Section, and implement best practices and policies for staff and communities impacted by immigration.

- 1.** Every City bureau and office will provide the following information to Council at least quarterly:
 - a.** Employee training completion rates;
 - b.** Federal enforcement activity on City property and facilities; and
 - c.** Known violations of the Sanctuary Promise Act by City employees.
- 2.** The City will also provide an annual report to Council summarizing Freedom of Information Act requests, immigration enforcement communication, requests, and activities and a detailed description of the City's response.
- 3.** The City will provide a report at least annually to Council. The report will be combined and coordinated. It will include the following:
 - a.** An evaluation of training on City's sanctuary policies; and
 - b.** Compliance with City's sanctuary policies; and
 - c.** Information on sanctuary-related policies and procedures in similar local jurisdictions.
 - d.** Reviewal and evaluation will be informed by feedback from Employee Resource Group representatives, relevant and representative bureaus, equity and language subject matter experts, labor union representatives, immigration rights organizations, faith leaders, community leaders, non-profits, educational institutions and additional community partners.

23.20.040 Exceptions.

A. The prohibitions set forth in this Chapter do not apply to the arrest by Portland Police Bureau of individuals who have been formally charged by the United States with a criminal offense under federal immigration law, as specified in Title II of the Immigration and Nationality Act or under 18 U.S.C. §§ 1015, 1422-1429, or 1505, and who are subject to arrest for the crime pursuant to a judicial warrant of arrest issued by a federal magistrate.

B. The Portland Police Bureau will include in its annual report to the City Council a section that details all instances in which receives communication or request from a federal agency that relates to immigration enforcement, including exception applied in Subsection 23.20.030 A.4 above. The report will include details about the basis for the exception for each instance, including the justification for each instance. Additionally, each instance will be

reported with the legally disclosable information for the name and title of the official who authorized the action, a comprehensive description of the action taken, and the identities and roles of any federal agents involved.

Mariah Woods

From: noreply@civicplus.com
Sent: Monday, November 10, 2025 4:09 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Holly
Last Name	Long
City	Forest Grove
State	Oregon
Zip	97116
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Subject: Strengthening Protections for Immigrant Residents and Accountability for ICE Encounters

Dear Mayor and Members of the Forest Grove City Council,

As a resident of Forest Grove, I am writing to urge the City Council to take stronger, proactive steps to protect our immigrant neighbors from harassment, intimidation, and abduction by Immigration and Customs Enforcement (ICE) agents operating in or around our city. Forest Grove has declared itself an inclusive community, and with that designation comes a moral and civic responsibility to ensure that the promise of safety and dignity is real, not symbolic. Recently, ICE agents have demonstrated an alarming disregard for community safety, including incidents where weapons were pointed at children on school buses in Hillsboro. We cannot allow such fear and trauma to take root here.

I am requesting that the City Council take the following actions:

Direct the Forest Grove Police Department (FGPD) to immediately verify the identity and authority of any agents conducting immigration-related encounters in our community.

Require that agency officials remove masks or facial coverings during such encounters to ensure transparency and accountability.

Document all ICE encounters occurring within city limits to maintain accurate public records and enable oversight.

Allocate city funds to assist immigrant families affected by ICE actions with legal support, emergency relief, and vital services such as temporary housing, food, and childcare.

Forest Grove has always prided itself on being a welcoming and compassionate community. But compassion must be paired with action. We have the opportunity and obligation to ensure that no one in our city lives in fear of being targeted while going to work, attending school, seeking medical care, or worshiping.

I urge you to consider what it truly means to be an inclusive community and to take decisive steps to protect our neighbors from unjust targeting and intimidation.

Thank you for your leadership and commitment to the values that make Forest Grove a safe and inclusive home for all.

With respectful urgency,
Holly Long
Forest Grove Resident

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: Hope Kramer [REDACTED]
Sent: Tuesday, November 11, 2025 8:27 AM
To: Sen.JaneenSollman@oregonlegislature.gov; Rep McLain; JuanCarlos.Gonzalez@oregonmetro.gov; Malynda Wenzl; district4@washingtoncountyor.gov; district1@washingtoncountyor.gov; district2@washingtoncountyor.gov; district3@washingtoncountyor.gov; Chair@washingtoncountyor.gov; Council@hillsboro-oregon.gov; mayor@hillsboro-oregon.gov; lbeaty@beavertonoregon.gov; nhasan@beavertonoregon.gov; CouncilMail@tigard-or.gov; citycouncil@sherwoodoregon.gov; City Councilors; council@corneliusor.gov; Rep.HaiPham@oregonlegislature.gov; Rep.KenHelm@oregonlegislature.gov; oregon.sos@sos.oregon.gov
Subject: Stop allowing federal use of Oregon DMV records
Attachments: Stop allowing federal use of Oregon DMV records.pdf

Dear elected official,

I work as a Migra Watch Volunteer in Washington County, Oregon. We try to connect detainees with legal assistance and with their families, who sometimes do not know their relative has been detained.

In this work, we have found that ICE is tracking individuals using Oregon DMV records. We believe they are cross-referencing names from the federal immigration records with the DMV records of Oregon to obtain vehicle information and license plate numbers as well as addresses. Due to sanctuary laws in Oregon, when someone registers their vehicle, it is not in the jurisdiction of the state to ask about immigration status. Therefore, people register their vehicles that may not have otherwise been able to do so. The federal government is using this against Oregonians right now.

We need to put a stop to this exchange of information immediately. It is my understanding that, each state can decide whether or not it shares this information with the federal government. It is my understanding that, the Secretary of State can decide not to share this information.

We need to protect Oregonians. This is unlawful surveillance using state records for federal immigration enforcement purposes. Shut off the pipeline NOW.

Please make whatever requests you can with other elected officials to ensure this misuse of Oregonians' data is shut down immediately.

If you need examples of this happening, please look to the case of Victor Cruz. He was detained even though the person the feds were looking for was a different Victor Cruz. I believe they got his address and vehicle info from the DMV. They were looking for a Victor Cruz. They got the wrong one, but that did not stop them.

There was also a case in front of the Syndicate Wine Bar in Beaverton where a young man who is a US citizen was detained because he was driving a relative's vehicle. They were looking for the relative. They were using his vehicle and license plate to pull his truck over. The person who was a citizen was released several hours later, but this abuse has to stop.

Thank you,



Mariah Woods

From: Debbie Monteith [REDACTED]
Sent: Tuesday, November 11, 2025 9:02 AM
To: Sen.JaneenSollman@oregonlegislature.gov; Rep McLain; JuanCarlos.Gonzalez@oregonmetro.gov; Malynda Wenzl; district4@washingtoncountyor.gov; district1@washingtoncountyor.gov; district2@washingtoncountyor.gov; district3@washingtoncountyor.gov; Chair@washingtoncountyor.gov; Council@hillsboro-oregon.gov; mayor@hillsboro-oregon.gov; lbeaty@beavertonoregon.gov; nhasan@beavertonoregon.gov; CouncilMail@tigard-or.gov; citycouncil@sherwoodoregon.gov; City Councilors; council@corneliusor.gov; Rep.HaiPham@oregonlegislature.gov; Rep.KenHelm@oregonlegislature.gov; oregon.sos@sos.oregon.gov
Subject: Please protect DMV information NOW

Some people who received this message don't often get email from greendeb@yahoo.com. [Learn why this is important](#)

Dear elected official,

I work as a Migra Watch volunteer in Washington County, Oregon. We try to connect detainees with legal assistance and with their families, who sometimes do not know their relative has been detained.

In this work, we have found that ICE is tracking individuals using Oregon DMV records. We believe they are cross-referencing names from the federal immigration records with the DMV records of Oregon to obtain vehicle information and license plate numbers as well as addresses. Due to sanctuary laws in Oregon, when someone registers their vehicle, it is not in the jurisdiction of the state to ask about immigration status.

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Thank you,
Debbie Monteith
Concerned Citizen

Mariah Woods

From: noreply@civicplus.com
Sent: Tuesday, November 11, 2025 11:26 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Brian
Last Name	Done
City	Forest Grove
State	Oregon
Zip	97116
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Hello,

Must say I am not thrilled with the services of the Forest Grove public works department. In the last 10 years I notices a downturn of keeping the sidewalks clear of debris. Along Bonnie Lane from Main Street to the high school was a mess until today. I did an hour of blowing leaves and debris off the walkways. One side of the street belongs to the Mobil home court, and the opposite side belongs to the city. I have taken pictures of the pile of leaves should one slip and you have a potential lawsuit on your hands. City has to make an example to other homeowners to be aware that a potential. As I said the services has gone downhill since moving to Forest Grove 18 years ago. Another area that concerns me are the sidewalks along Beal Street that the area needs a major cleanup of dead brush and leaves. Next to the duck pond. I look at pictures from the year 2015 and the area was well taking care of.

Thank you,

Brian

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: Keri Johnson [REDACTED]
Sent: Tuesday, November 11, 2025 12:47 PM
To: Sen.JaneenSollman@oregonlegislature.gov; Rep McLain; JuanCarlos.Gonzalez@oregonmetro.gov; Malynda Wenzl; district4@washingtoncountyor.gov; district1@washingtoncountyor.gov; district2@washingtoncountyor.gov; district3@washingtoncountyor.gov; Chair@washingtoncountyor.gov; Council@hillsboro-oregon.gov; mayor@hillsboro-oregon.gov; lbeaty@beavertonoregon.gov; nhasan@beavertonoregon.gov; CouncilMail@tigard-or.gov; citycouncil@sherwoodoregon.gov; City Councilors; council@corneliusor.gov; Rep.HaiPham@oregonlegislature.gov; Rep.KenHelm@oregonlegislature.gov; oregon.sos@sos.oregon.gov
Subject: Protect Oregonians

Some people who received this message don't often get email from kerijohnsonbroker@gmail.com. [Learn why this is important](#)

Dear elected official,

We have found that ICE is tracking individuals using Oregon DMV records. We believe they are cross-referencing names from the federal immigration records with the DMV records of Oregon to obtain vehicle information and license plate numbers as well as addresses. Due to sanctuary laws in Oregon, when someone registers their vehicle, it is not in the jurisdiction of the state to ask about immigration status. Therefore, people register their vehicles that may not have otherwise been able to do so. The federal government is using this against Oregonians right now.

We need to put a stop to this exchange of information immediately. It is my understanding that, each state can decide whether or not it shares this information with the federal government. It is my understanding that, the Secretary of State can decide not to share this information.

We need to protect Oregonians. This is unlawful surveillance using state records for federal immigration enforcement purposes. [Shut off the pipeline NOW.](#)

Please make whatever requests you can with other elected officials to ensure this misuse of Oregonians' data is shut down immediately.

If you need examples of this happening, please look to the case of Victor Cruz. He was detained even though the person the feds were looking for was a different Victor Cruz. I believe they got his address and vehicle info from the DMV. They were looking for a Victor Cruz. They got the wrong one, but that did not stop them.

There was also a case in front of the Syndicate Wine Bar in Beaverton where a young man who is a US citizen was detained because he was driving a relative's vehicle. They were looking for the relative. They were using his vehicle and license plate to pull his truck over. The person who was a citizen was released several hours later, but this abuse has to stop.

Thank you,

Keri Johnson
Real Estate Broker with Premiere Property Group
Oregon license# 201230565



Mariah Woods

From: Dale Feik [REDACTED]
Sent: Wednesday, November 12, 2025 3:25 AM
To: 'Kathryn Harrington'; 'Nafisa Fai'; 'Pam Treece'; 'Jerry Willey'; 'Jason Snider'; Malynda Wenzl
Cc: 'Tanya Ange'; 'Washington County Administrative Office'; City Councilors
Subject: Timothy Snyder podcast of Conversation with him Oct. 28, 2025 - On Tyranny and On Freedom

To: Kathryn Harrington, Chair of Washington County Commission and Commissioners, Jerry Willey, Pam Treece, Nafisa Fai, Jason Snider

To: Malynda Wenzl, Mayor of Forest Grove, and City Councilors

Re: Podcast of Conversation with Timothy Snyder, October 28, 2025, at the Schnitzer Concert Hall in Portland. Conversation about On Tyranny and On Freedom books with Snyder and his experiences in Ukraine and implications for actions.

The Timothy Snyder recording was aired on Sunday, November 9. I'm providing the link to the recording here for you to share with anyone you think might be interested in listening.

[The Archive Project: Timothy Snyder](#)

Sincerely,

Denver Olmstead (she/her/hers)
Senior Executive Assistant & Volunteer Manager
[Literary Arts](#)
716 SE Grand Ave
Portland, OR 97214
denver@literary-arts.org

CC: Tanya Ange, WCounty Administrator
Kevin Moss, WC Clerk
Mariah Woods, Recorder/clerk, Forest Grove City Council

Mariah Woods

From: Chamber Director <Director@FGCChamber.org>
Sent: Wednesday, November 12, 2025 1:32 PM
To: City Councilors
Subject: Invitation to join us for the Annual Forest Grove Community Tree Lighting

Dear Councilors,

I hope you're all doing well. On behalf of the Forest Grove Cornelius Chamber of Commerce, I'd like to invite you to join us for the **Annual Forest Grove Community Tree Lighting on Friday, November 28, 2025, from 6:00 to 7:30 pm at Pacific University.**

As you know, due to the success of this event over the past two years, we've relocated it to Pacific University, and things are progressing smoothly. We're grateful for the continued partnership with the City that makes this celebration possible, especially as we anticipate an even larger crowd this year.

This year's festivities will include Santa's return for family photos, a photo area featuring Clara, the Nutcracker cast, and the Big Sleigh, as well as live entertainment, including a Spanish Choir from the Community Senior Center, the Tualatin Valley Harmony Masters, and additional community performances. Several local nonprofits will also host free family activities, adding to the warmth and spirit of the evening.

We would be honored to have you join us for this special night as we celebrate the season and the continued collaboration that makes Forest Grove such a strong and connected community. Please let me know if you're able to attend so we can ensure your presence is highlighted during the program.

Kind regards,

Claudia Yakos
Executive Director



Forest Grove/Cornelius Chamber of Commerce
Office: 503-357-3006
Director@fgcchamber.org
www.fgcchamber.org
@fgcchamber on social media
2417 Pacific Ave, Forest Grove OR 97116



Attend an Event. Join a Committee. Sponsor. Invite a Guest. Be involved!

 [Schedule a meeting with me here](#)

Mariah Woods

From: noreply@civicplus.com
Sent: Friday, November 14, 2025 7:44 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Marc
Last Name	Demarest
City	Forest Grove
State	OR
Zip	97116
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	No
Question / Comment	I am writing to encourage you all to do *everything* in your power to hamper the activities of ICE in Forest Grove, and to protect all city residents from the aggressive and in many cases illegal activities of ICE and CBP. The alternative -- and it is building now -- will put groups of citizens on the street, attempting to protect the city's residents, with predictably chaotic effects for all residents of Forest Grove.

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: noreply@civicplus.com
Sent: Friday, November 14, 2025 6:13 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Debra
Last Name	Lucero
City	Forest Grove
State	OR
Zip	97116
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	Just wanted to let you know that I, and several other American citizens have the number for ICE on our phones. We see somebody begging on the corners, we call. We also let ICE know the Virginia Garcia clinic caters to illegals. The dmv is another place we suggest they frequent. American taxes should go to our citizens only, not to illegals. The state of emergency is you elected officials disobeying federal orders mandated by our President Trump. We will be notifying him of you protecting illegals over American citizens. You are a disgrace to the country when you cater to those who invade us. You are not Americans.

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: noreply@civicplus.com
Sent: Saturday, November 15, 2025 8:55 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Richard
Last Name	Phelps
City	Gaston
State	Oregon
Zip	97119
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	I was recently viewing an article about about Forest Groves sanctuary city and how it affects citizens of Forest Grove. In doing this so I would like to bring to your attention! Please look at the Construction of the United States and under Article IV and specifically the Supremacy Clause. You maybe violating the Constitution and therefore placing yourselves above the Constitution of the United States. I'd hate to see you all in deep do do if you choose to go down this road. Our President is not tolerating this sort of conduct.

Email not displaying correctly? [View it in your browser.](#)

Mariah Woods

From: Jana Peterson-Besse [REDACTED]
Sent: Sunday, November 16, 2025 10:04 PM
To: governor.kotek@oregon.gov
Cc: AttorneyGeneral@doj.oregon.gov; oregon.sos@sos.oregon.gov;
tobias@tobiasread.com; Ask.ODOT@odot.state.or.us;
Sen.FloydProzanski@oregonlegislature.gov; Sen.KimThatcher@oregonlegislature.gov;
Sen.SaraGelser@oregonlegislature.gov; Sen.JamesManning@oregonlegislature.gov;
Sen.MikeMcLane@oregonlegislature.gov;
Sen.AnthonyBroadman@oregonlegislature.gov;
Sen.JaneenSollman@oregonlegislature.gov; rep.susanmclain@oregonlegislature.gov;
City Councilors; Malynda Wenzl
Subject: Request for a special session; Oregon laws and enforcement policies urgently needed now

Some people who received this message don't often get email from jpetersonbesse@gmail.com. [Learn why this is important](#)

November
16, 2025

Governor
Kotek
900
Court Street, Suite 254
Salem,
OR, 97301-4047

CC:
Attorney
General Rayfield
Secretary
of State Read
ODOT
Members
of the Oregon Senate Committee on Judiciary:
Senators Prozanski,
Thatcher, Broadman, Gelser Blouin, Manning, McLane
Members
of the Subcommittee on Public Safety:
Senators Broadman
and Sollman
Representative
Susan McLain

Re:
Request for a special session; Oregon laws and enforcement policies urgently needed now to combat the scourge of ICE lawlessness and terror in our communities

Dear
Governor Kotek,

I
live in the Forest Grove, OR, which is a diverse community. According to the 2020 U.S. Census, 27.2%

of the Forest Grove population was Hispanic or Latino, and 2023-2024 Oregon Department of Education data shows that 59% of students in Forest Grove School District are Hispanic/Latino. People of diverse racial and ethnic backgrounds make up our community fabric, as friends, neighbors, colleagues, classmates, and teammates.

Members

of the Latino community in Forest Grove are essential contributors to the local economy as well.

The
city of Forest Grove and Washington County have both recently declared states of emergency related to ICE presence. This is an extremely traumatic time for the community, as federal ICE agents are creating terror. Community members are banding together to

protect our neighbors who are most vulnerable to the ICE threat. Personally, I have volunteered as part of the Migra Watch, I am making plans with others for how to respond if ICE approaches areas where we coach youth sports, I am patrolling school areas at

bus drop-off time to help keep family members safe, I am talking to friends about their safety plans, and I promote equity through my career in public health. However, individual community members cannot do all that is needed, and it is

essential

that our state leaders take immediate

action. While Oregon's sanctuary state status is a good start, we must go beyond sanctuary state duties to take active steps to resist the violent, fascist activities of the federal government that are terrorizing our communities.

Indivisible

Forest Grove and Hillsboro United Mutual Aid Network are making an urgent request for the following actions. I support all of these actions, and I join them in making the following requests of you and our state officials:

-
-
- Instruct the ODOT
- and the DMV to stop the unlawful surveillance using state records at the DMV for federal immigration enforcement purposes; end the use of the Flock vehicle

surveillance system as well as the use of base-station simulators without a judicial warrant. A class-action

- lawsuit may be the correct vehicle for relief here.
-
-
-
- Instruct the Oregon
- AG to develop and maintain a database of documentation of the abuses of ICE and related agencies in our state, and make this information rapidly and easily available to attorneys and DAs
-
-
-
- Extend the statute
- of limitations to at least 4 years for such abuses, including wrongful arrest, use of excessive force, ignoring due process rights, arresting US citizens and those with residency documentation
-
-
-
- Require all law enforcement's
- IDs and name badges to be visible at all times and shown on request; forbid concealing their faces, as this is trauma-inducing practice and also allows persons to impersonate federal agents and commit crimes. The FBI is already investigating cases of impersonation.
- Require that DHS, ICE or CPB immediately provide information to the family and to their attorneys about where they take the persons they abduct and their status.
-
-
-
- Review DHS, CPB, or
- ICE support relationships with organizations or businesses operating in Oregon, investigating where appropriate and making such ties public.
-
-
-
- Require that all federal

- officers meet the same training requirements as Oregon State Police, and provide background check information to the Department of Public Safety Standards and Training.
-
-
-
- Prevent DHS, ICE or
- CPB from moving detainees out of state without authorization from a court.
-

I

support the encouragement of Indivisible Forest Grove and Hillsboro United Mutual Aid Network, urging our our state government to follow the examples of several of the other states. In particular:

From

an Illinois bill passed on October 31, 2025:

-
-
- Civil immigration
- arrests would be barred inside state courthouses and within a 1,000-foot buffer zone outside of the buildings.
-
-
-
- The legislation, among
- other provisions, would also allow Illinois residents to sue immigration agents who violate their constitutional right to due process and protection against unreasonable searches and seizures.
-

From

California bills passed in September, 2025:

-
-
- Families should be

- notified when immigration enforcement comes on school campuses, and establish that student information and classrooms are protected from ICE — and require a judicial warrant or court order to be accessed.
-
-
-
- Emergency rooms and
- other nonpublic areas in a hospital are off limits to immigration enforcement without a judicial warrant or court order, and it clarifies that immigration information collected by a health care provider is protected as medical information.
-
-
-
- Law and immigrant
- enforcement officers must be identifiable by name or badge number, and exceptions to that must be clearly established — masks are not to be worn except when absolutely necessary.
-
-
-
- Impersonating a federal
- agent is a crime.
-

I

agree with the assertion by Indivisible Forest Grove and Hillsboro United Mutual Aid Network that action is imperative. If necessary, Governor Kotek, please call a special session to protect Oregon people, communities and businesses.

You must
act immediately.

This is indeed a time of crisis,
and I am following your actions closely.

Sincerely,



Jana
Peterson-Besse

Concerned
citizen, Forest Grove

Mariah Woods

From: Dale Feik [REDACTED]
Sent: Thursday, November 20, 2025 5:42 AM
To: Malynda Wenzl; Jesse VanderZanden
Cc: 'Kathryn Harrington'; Mariah Woods; City Councilors; 'Washington County Administrative Office'
Subject: Dale Feik, FLOCK and WC BOC meeting, Nov. 18, 2025
Attachments: Sherrif Massey license plate reader tech and Flock cameras Nov 18 2025 WashC Commission meeting.docx

To: Mayor Malynda Wenzl, City Manager Jesse VanderZanden and City Councilors

Because of the Nov 24, 2025, letter that you, Mayor Wenzl sent to the Washington County Commissioners about your request to Suspend Washington County's Contract with Flock Safety and Related Data-Sharing Systems, I am forwarding to you the recording and transcript of the recording of the Washington County's Board of Commission Business meeting on Nov. 18, 2025 – the presentation by Sheriff Candice Massey about the use of Flock and other surveillance technology in the County.

Sincerely,

Dale Feik

Cell: [REDACTED]
[REDACTED]

Cc: Kathryn Harrington, Chair Washington County Commissioners
Kevin Moss, County Clerk
Mariah Woods , FG City Recorder

<https://washingtoncounty.civicweb.net/document/319005/?splitscreen=true&media=true> link to video recording of Commission meeting, not an active link in the attachment, but referenced in it.

The attachment titled 'Sheriff Masey license plate reader tech and Flock cameras Nov 18, 2025 WashC Commission meeting.docx' starts with:

Dale Feik, citizen of Washington County (00:02):

Washington County Board of Commissioners business meeting November 18, 2025, 6:30 PM at the County Public Service Building, Hillsboro, Oregon.

<https://washingtoncounty.civicweb.net/document/319005/?splitscreen=true&media=true>

Copy and paste the above link into your browser to listen to the following presentation by Washington County Sherrif about Flock and other surveillance technology starting at about the 11 minutes and 45 seconds into the meeting. Scroll to the that time at bottom of the page. I made a 2-minute public comment to the commissioners at the beginning of the meeting about Timothy Snyder's two books - On Tyranny, Twenty Lessons (Actions) for the Twentieth Century and his book On Freedom; and his talk – Conversation with Timothy Snyder at the Schnitzer Concert Hall in Portland Oct. 28, 2025.

Following is a Transcription of Sheriff Caprice Massey presentation. I, Dale Feik, paid to have it transcribed by voice recognition, AI, to about 90% accuracy. Then I listened to the recording and edited the transcription to about 99% accuracy.

Re: Kathryn Harrington. Introducing Sheriff Massey to make a presentation about FLOCK and other surveillance actions.

Kathryn Harrington, Chair WashCounty Commission (00:32):

Next, we're moving on to presentations and we have two different presentations tonight and for the first one, I would like to call up to the table our elected sheriff, Caprice Massey. Welcome Sheriff Massey. And you have the clicker as well, so you've got the power.

Sheriff Caprice Massey, Wash County (01:00):

Wow. Well I'm going to have to find a way to take advantage of this. Thank you so much, chair Harrington and commissioners for having me this evening. The reason we're here is to do a really a comprehensive brief on license plate reader technology and upcoming technologies that we are utilizing here at the Washington County Sheriff's Office. Specifically, what we're going to talk about tonight is the FLOCK cameras. We really want to make sure that what we communicate here leaves you feeling confident that we are using flock cameras responsibly and effectively to enhance public safety and combat organized retail crime. Recent discussions statewide have raised questions about automated license plate reader technology. We want to be transparent about how the Sheriff's Office uses these tools, the safeguards that we have in place and how they support our mission to keep our community safe Organized retail crime continues to have a major impact on local businesses, both large and small, resulting in substantial financial losses, increased security costs and heightened safety concerns for both employees and customers. In response to that, the Washington County District Attorney's office obtained a grant from the Oregon Department of Justice to combat organized retail crime. The purchase of mobile flock camera trailers for targeted enforcement and investigative purposes is just a small part of that effort. These cameras are not surveillance tools for broad monitoring. They are strategically deployed to investigate and deter property and theft related crimes.....

To read the rest of the Transcription of Sheriff Massey's presentation, open the attachment titled 'Sheriff Masey license plate reader tech and Flock cameras Nov 18, 2025 WashC Commission meeting.'

Sheriff had slides that she referenced during her presentation. You can see those when you open the link <https://washingtoncounty.civicweb.net/document/319005/?splitscreen=true&media=true>

Sincerely,

Dale Feik

Chair, Washington County Citizen Action Network

Mariah Woods

From: noreply@civicplus.com
Sent: Thursday, November 20, 2025 10:56 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Ashley
Last Name	Daugherty
City	Forest Grove
State	OR
Zip	97116
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	<p>Thank you, and KEEP GOING.</p> <p>Thank you for your recent efforts to protect, aid, and stand up for Forest Grove residents who are or may be impacted by the bullying activities of ICE/CBP/DHS.</p> <p>Please, KEEP GOING. Please persevere--alongside Wash. County and the State of Oregon--in pursuing every possible angle to stand up to ICE et al., keep them out of Forest Grove, and protect Forest Grove residents regardless of their language, ethnicity, wealth, or documentation.</p> <p>Your constituents appreciate your efforts, and will stand with you to defend our neighbors and preserve the diversity and kindness of our town.</p> <p>Ashley Daugherty [REDACTED] Forest Grove,OR 97116</p>

Mariah Woods

From: noreply@civicplus.com
Sent: Friday, November 21, 2025 6:03 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

This communication has been identified as likely originating from a bot, and contains hate speech. The text has been redacted for this packet, but can be viewed upon request.

First Name	Robert
Last Name	Johnson
City	Bryan
State	Texas
Zip	77803
Email	[REDACTED]

Whom would you like to contact? Entire Forest Grove City Council (Includes Mayor Wenzl)

Would you like a response? Yes

Question / Comment [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Mariah Woods

From: noreply@civicplus.com
Sent: Friday, November 21, 2025 6:03 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

This communication has been identified as likely originating from a bot, and contains hate speech. The text has been redacted for this packet, but can be viewed upon request.

First Name	Robert
Last Name	Johnson
City	Bryan
State	Texas
Zip	77803
Email	[REDACTED]

Whom would you like to contact? Entire Forest Grove City Council (Includes Mayor Wenzl)

Would you like a response? Yes

Question / Comment [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Mariah Woods

From: noreply@civicplus.com
Sent: Friday, November 21, 2025 7:48 AM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

This communication has been identified as likely originating from a bot, and contains hate speech. The text has been redacted for this packet, but can be viewed upon request.

First Name	Taneshia
Last Name	Hall
City	Bryan
State	TX
Zip	78803
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Question / Comment	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]
	[REDACTED]

Mariah Woods

From: noreply@civicplus.com
Sent: Sunday, November 23, 2025 7:36 PM
To: City Councilors
Subject: Online Form Submittal: Contact City Council

Contact City Council

First Name	Ruth
Last Name	Tarr
City	Cornelius
State	Or
Zip	97113
Email	[REDACTED]
Whom would you like to contact?	Entire Forest Grove City Council (Includes Mayor Wenzl)
Would you like a response?	Yes
Would you like your comment included in the next available Council packet as Public Comment?	Yes
Question / Comment	I understand the city council is voting on making Forest Grove a sanctuary city and I feel very strongly that this vote should be by the people, on a ballot in November, not the decision of a very few. Sanctuary policies impede law enforcement and put American citizens at risk. Example: a girl was recently hit and killed in Idaho by an illegal driving with a license that he was given by the state of Oregon. Sanctuary cities attract illegal people by design who are given free legal, medical, and so many other services when we have so many veteran and American citizens who are in need. I am opposed to making Forest Grove a sanctuary city and implore you to put this on the ballot and let the people speak, not just a few on the council.

STAFF REPORT TO CITY COUNCIL

TO: City Council

FROM: Jesse VanderZanden, City Manager

MEETING DATE: November 24, 2025

PROJECT TEAM: Anne Lane, Parks & Recreation Director
Michael Marshall, City Council Liaison to Parks & Recreation Commission

SUBJECT TITLE: Resolution: Parks & Recreation Commission Appointments

ACTION REQUESTED: Ordinance Order Resolution Informational

2040 VISION PLAN

Goal: Community Connection

Outcome: Active civic engagement and increased collaboration among community organizations, volunteers, and the City of Forest Grove

Action: Increase the number of volunteers and volunteer programs, and improve the culture of volunteerism

Action: Seek ongoing community feedback on City projects and programs

BACKGROUND

In accordance with Section 14 of the Council Rules, after applicants are interviewed and appointment recommendations are made, a formal resolution is to be scheduled under the Consent Agenda at the next regular Council meeting.

During the recruitment, eight applications were received. Between November 13th and 17th, seven interviews were conducted by the Parks & Recreation Commission staff liaison and Council liaison. In addition to the two regular positions that had met term limits, two positions were vacated prematurely. These positions are recommended to be filled via the appointments listed below.

Name:	Representing:	Term Expiration:
Lauren Miller	SE	December 31, 2026
Kylie Thompson	At Large	December 31, 2027
Ben Burns	At Large	December 31, 2029
Joe Offer	At Large	December 31, 2029

UPDATE:

The resolution has been updated to remove the Forest Grove School Board appointee due to the need to confirm the appointment at a future meeting of the School Board. The current term for the position expires December 31, 2025. Once an appointee recommendation is made by the School District the matter will come before Council for appointment in a separate resolution.

RECOMMENDATION

Staff recommends that the City Council consider the attached resolution regarding Parks & Recreation Commission appointments.

ATTACHMENT/S:

- Resolution: Parks & Recreation Commission Appointments

STAFF REPORT TO CITY COUNCIL

TO: City Council

FROM: Jesse VanderZanden, City Manager

MEETING DATE: November 24, 2025

PROJECT TEAM: Mariah Woods, City Recorder
Bryan Pohl, Community Development Director

SUBJECT TITLE: Resolution: Planning Commission Appointment

ACTION REQUESTED: Ordinance Order Resolution Informational

2040 VISION PLAN

Goal: Community Connection

Outcome: Active civic engagement and increased collaboration among community organizations, volunteers, and the City of Forest Grove

Action: Increase the number of volunteers and volunteer programs, and improve the culture of volunteerism

Action: Seek ongoing community feedback on City projects and programs

BACKGROUND

In accordance with Section 14 of the Council Rules, after applicants are interviewed and appointment recommendations are made, a formal resolution is to be scheduled under the Consent Agenda at the next regular Council meeting. Following a resignation on the Planning Commission a vacancy existed, and the following applicant has been appointed to fill that position, subject to approval of the Council. In line with Council Rules, the appointment will be for the duration of the term of the vacated seat.

Sarai Rivera	Planning Commission	Term exp: 12/31/2026
--------------	---------------------	----------------------

Once appointed, the Staff Liaison will reach out to the appointee to ensure they are oriented to the relevant bylaws, rules and regulations.

FISCAL IMPACT

No fiscal impact foreseen.

RECOMMENDATION

Staff recommends City Council approve the attached resolution.

ATTACHMENTS

- Resolution
- Application

RESOLUTION NO. 2025-62

**RESOLUTION CONSENTING TO APPOINTMENTS
TO CITY OF FOREST GROVE ADVISORY BOARDS,
COMMITTEES AND COMMISSIONS**

WHEREAS, City Charter, Section 8, and Council Rules, Sections 4.1 and 14.1, state the Mayor, with the consent of Council, appoints members of advisory boards, commissions, and committees (BCs) established by ordinance or resolution; and

WHEREAS, Resolution 2006-10 provides that vacancies on BCs brought about by resignation or removal shall be filled by appointment to fill the term of that seat; and

WHEREAS, there currently exist vacancies on the Planning Commission and Parks & Recreation Commission due to resignations and expiring terms; and

WHEREAS, the Mayor has appointed the individuals in the table below at the recommendation of the respective Council and Staff Liaisons.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. The City Council consents to the following Board and Commission appointments:

Name:	Board/Commission:	Representing:	Term Exp:
Sarai Rivera	Planning Commission		12/31/2027
Lauren Miller	Parks & Recreation Commission	SE	12/31/2026
Kylie Thompson	Parks & Recreation Commission	At Large	12/31/2027
Ben Burns	Parks & Recreation Commission	At Large	12/31/2029
Joe Offer	Parks & Recreation Commission	At Large	12/31/2029

Section 2. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 24th day of November, 2025.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 24th day of November, 2025.

Malynda H. Wenzl, Mayor

Print

Boards & Commissions Application - Submission #1033

Date Submitted: 1/17/2025

First Name*

Sarai

Last Name*

Rivera

Home Address*

[REDACTED]

City*

Forest Grove

State*

OR

Zip Code*

97116

Mailing Address (if different)

Address

City

City

State

State

Zip Code

Zip Code

Phone Number*

[REDACTED]

Email Address*

[REDACTED]

Employer*

Centro Cultural

Occupation/Profession*

Housing Liaison

Are you a high school student applicant?*

- Yes
- No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee, Planning Commission and Urban Renewal Advisory Committee.

If so, which grade level and school do you attend?*

Empty text input field for grade level and school.

Are you currently on a board or commission and reapplying?*

- Yes
- No

Which board(s) would you like to apply for? Please select from the dropdowns below your first, second, and third options. Applicants must select 1 board.

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1.*

Planning Commission (Monthly- 1st and 3rd Monday, 7 pm) ▼

2.

Community Forestry Commission (Quarterly- 3rd Wednesday, 5:15 pm) ▼

3.

Committee for Community Engagement (Monthly- 1st Tuesday, 5:30 pm) ▼

Do you reside within the City limits?*

- Yes
- No

What specific topics interest you that relate to the board(s)?*

Planning, leadership, and community engagement.

What contributions do you hope to bring to the board(s)? *

I hope to contribute new ideas to help out community. Get others involved as well, community members to participate in community activities.

List your educational experience*

BA in Community Development, grade Year 2022

List any community involvement, appointed offices, elected offices and/or affiliations*

2023 - CPO12 Secretary

How did you hear of this opportunity*

Brian Shimmel

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature

Sarai G. Rivera

Boards & Commissions Application - Submission #552

Date Submitted: 8/3/2024

First Name*

Lauren

Last Name*

Miller

Home Address*

[Redacted]

City*

Forest Grove

State*

OR

Zip Code*

97116

Mailing Address (if different)

[Redacted]

City

Forest Grove

State

OR

Zip Code

97116

Phone Number*

[Redacted]

Email Address*

[Redacted]

Employer*

Self

Occupation/Profession*

Yoga Facilitator

Are you a high school student applicant?*

- Yes
- No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee, Planning Commission and Urban Renewal Advisory Committee.

If so, which grade level and school do you attend?*

Are you currently on a board or commission and reapplying?*

- Yes
- No

Which board(s) would you like to apply for?*

- Budget Committee (3 to 4 times in April/May)
- Committee for Community Engagement (1st Tuesday, 5:30 pm)
- Community Forestry Commission (3rd Wednesday, 5:15 pm)
- Public Arts Commission (3rd Thursday, 5 pm)
- Economic Development Commission (2nd Thursday, Noon)
- Historic Landmarks Board (4th Tuesday, 6:30 pm)
- Library Commission (3rd Wednesday, 6:30 pm)
- Parks and Recreation Commission (3rd Wednesday, 7 am)
- Planning Commission (1st and 3rd Monday, 7 pm). Membership Requirement: The Planning Commissioners are required to file an annual Statement of Economic Interest (SEI) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

If you selected multiple boards, which is your preferred choice?*

- Budget Committee (3 to 4 times in April/May)
- Committee for Community Engagement (1st Tuesday, 5:30 pm)
- Community Forestry Commission (3rd Wednesday, 5:15 pm)
- Public Arts Commission (3rd Thursday, 5 pm)
- Economic Development Commission (2nd Thursday, Noon)
- Historic Landmarks Board (4th Tuesday, 6:30 pm)
- Library Commission (3rd Wednesday, 6:30 pm)
- Parks and Recreation Commission (3rd Wednesday, 7 am)
- Planning Commission (1st and 3rd Monday, 7 pm)

Do you reside within the City limits?*

- Yes
- No

What specific topics interest you that relate to the board(s)?*

As an active and engaged member of our community, I am passionate about supporting and enhancing the services and programs that both our library and parks provide. My enthusiasm for these roles stems from a deep appreciation for the critical roles that libraries and parks play in fostering literacy, education, health, and community engagement.

What contributions do you hope to bring to the board(s)? *

I am highly motivated to contribute to the missions of both the library and the parks department. I am particularly interested in program development, community outreach, and facilities management. I believe that prior experience in facilities management and my educational background in Sports Management make me well suited for the position.

List your educational experience

Olivet Nazarene University; Bachelor of Science - Sports Management (2012)

List any community involvement, appointed offices, elected offices and/or affiliations*

Although I am not currently involved in any community activities, I am eager to contribute my time and skills to support and enhance our community.

I have always valued the importance of community engagement and believe that serving on the Library Commission and/or Parks and Rec Commission would be an excellent opportunity to make a positive impact.

How did you hear of this opportunity*

I recently discovered this opportunity while looking for ways to contribute to the community.

Please type your name in the following as a signature. By signing in the following, you are affirming that if appointed, you have sufficient time to devote to this responsibility and attend meetings. Please note that information provided on this form is a public record that may be subject to disclosure upon request

Lauren Miller

Print

Boards & Commissions Application - Submission #1673

Date Submitted: 9/4/2025

First Name*

Kylie

Last Name*

Thompson

Home Address*

[REDACTED]

City*

Forest grove

State*

OR

Zip Code*

97116

Mailing Address (if different)

Address

City

City

State

State

Zip Code

Zip Code

Phone Number*

[REDACTED]

Email Address*

[REDACTED]

Employer*

Pacific University

Occupation/Profession*

Associate Director Alumni Engagement

Are you a high school student applicant?*

- Yes
- No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee and Planning Commission.

If so, which grade level and school do you attend?*

Are you currently on a board or commission and reapplying?*

- Yes
- No

Which board(s) would you like to apply for? Please select from the dropdowns below your first, second, and third options. Applicants must select 1 board.

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1.*

Parks and Recreation Commission (Monthly- 3rd Wednesday, 7 am) ▼

2.

Committee for Community Engagement (Monthly- 1st Tuesday, 5:30 pm) ▼

3.

Parks and Recreation Commission (Monthly- 3rd Wednesday, 7 am) ▼

Do you reside within the City limits?*

- Yes
- No

What specific topics interest you that relate to the board(s)?*

Our park & recreational opportunities for Forest Grove families.

Community Engagement

What contributions do you hope to bring to the board(s)? *

I think I bring a unique perspective being a mom of two teenage boys, a staff member and student at Pacific University and a 25 year resident. My hope would be that having all of those lenses would ring value to the Parks & Rec committee

List your educational experience*

I in my Junior Year as a Public Health Student at Pacific University.

List any community involvement, appointed offices, elected offices and/or affiliations*

Youth Lacrosse Board

How did you hear of this opportunity*

Mallory Heifield

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature

Kylie A Thompson



FORM CENTER

[VIEW SITE](#)

MAIN

FIELD SETS

LEGACY FORMS

PROPERTIES

PERMISSIONS

BACK

PRINT

SAVE CHANGES

Form Center ► Boards & Commissions ► Boards & Commissions Application ► Submission #1393

CANCEL

First Name *

Ben

Last Name *

Burns

Form Details

Submitted By:

Submitted On:

June 4, 2025 9:24 AM

IP Address:

159.121.202.173

Referrer:

https://www.forestgrove-or.gov/353/Apply-for-a-Board-or-Commission

Answered 25 of 28 (89.3%)

Home Address *

[Redacted]

City *

Gaston

State *

OR

Zip Code *

97119

Mailing Address (if different)

[Redacted]



--	--	--

Phone Number *

██████████

Email Address *

████████████████████

Employer *

Oregon Department of Froestry

Occupation/Profession *

Recreation Operations Manager

Are you a high school student applicant?*

- Yes
- No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee and Planning Commission.

If so, which grade level and school do you attend? *

Are you currently on a board or commission and reapplying?*

- Yes
- No

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1. *

Parks and Recreation Commission (Monthly- 3rd Wednesday, 7 am) ▾

2.

-- Select One -- ▾

3.

-- Select One -- ▾

Do you reside within the City limits?*

- Yes
- No

What specific topics interest you that relate to the board(s)? *

Forest Grove parks, trails, the aquatic center, community sports, community activities, markets, events and festivals, etc.

Fostering community engagement.

Protection of our natural resources.

Bolstering the character of Forest Grove.

What contributions do you hope to bring to the board(s)? *

across our State Forest recreation landscape. I care greatly about people and community and I feel my time in this position and the knowledge I've gained would be an asset to the Parks and Recreation Board.

My family and I are avid recreators and well versed in the Forest Grove community. As a user and community member I have a deep desire to see Forest Grove Parks and Recreation excel and I would love to be a part of that.

List your educational experience *

I have a Bachelors Degree in Forest Management from Oregon State University.

List any community involvement, appointed offices, elected offices and/or affiliations *

I have worked for the Oregon Department of Forestry for 18 years and out of the Forest Grove office since 2013. I lived in Forest Grove for 3 of those years and just outside of Gaston for the rest but our family still considers ourself part of Forest Grove.

I help coach soccer for FC West Soccer Club and my son plays youth baseball and swims in Forest Grove.

I am a boxing instructor serving those within the Forest Grove community.

We are well engrained in the Forest Grove community and culture.

How did you hear of this opportunity *

Coworker / Current Board Member: Joe Offer

traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature

Ben J. Burns

Print

Boards & Commissions Application - Submission #1819

Date Submitted: 10/15/2025

First Name*

Joe

Last Name*

Offer

Home Address*

[REDACTED]

City*

Forest Grove

State*

OR

Zip Code*

97116

Mailing Address (if different)

Address

City

City

State

State

Zip Code

Zip Code

Phone Number*

[REDACTED]

Email Address*

[REDACTED]

Employer*

Oregon Department of Forestry

Occupation/Profession*

Recreation, Education, and Interpretation Program Manager

Are you a high school student applicant?*

- Yes
- No

Students must be high school grade level and residing or attending school in Forest Grove. Students may serve on any board, except Budget Committee and Planning Commission.

If so, which grade level and school do you attend?*

Are you currently on a board or commission and reapplying?*

- Yes
- No

Which board(s) would you like to apply for? Please select from the dropdowns below your first, second, and third options. Applicants must select 1 board.

Membership Requirement for Planning Commission: Planning Commissioners are required to file an annual [Statement of Economic Interest \(SEI\)](#) with the Oregon Government Ethics Commission Electronic Filing System in March of each year (ORS 244). SEI filers are required to file if they are seated and hold their position on April 15th of any given year.

1.*

Parks and Recreation Commission (Monthly- 3rd Wednesday, 7 am) ▼

2.

Planning Commission (Monthly- 1st and 3rd Monday, 7 pm) ▼

3.

-- Select One -- ▼

Do you reside within the City limits?*

- Yes
- No

What specific topics interest you that relate to the board(s)?*

Public service has long been a part of my life, beginning as a high school student working for my hometown parks and recreation department (City of West Linn), and I continue to live with that as a guiding direction. Specifically, as a resident of Forest Grove, I would like to help build a stronger community based in place through a high quality parks and recreation department and/or urban planning decisions made with sound decision-making for all members of our city.

What contributions do you hope to bring to the board(s)? *

For the Parks and Recreation Commission, I bring two decades of experience working in the field (with experience from municipal, state, and federal levels, along with time spent as a guide and coach in the "profit" side of the work) and currently oversee a large state agency's parks and recreation adjacent division. With that background, I believe I can bring practical knowledge and pragmatic solutions to the commission to support the work of the department's staff and represent the city's residents.

On the Planning Commission side, my educational background is in urban planning (from my first year at a community college through my graduate studies) and I have always kept up to date with current urban planning issues at a local and regional level. Additionally, growing up, my dad worked as a municipal planner for the City of Tigard and then in the private sector planner for OTAK in the metro area. So, discussions of planning and planning commissions were commonplace around the family dinner table and helped to build my base line connection to the field from a young age. Specifically for direct contributions, I believe that my educational background gives me a strong foundation of knowledge and my years of working in the public sector provide a framework of understanding the needs of bureaucratic processes to help advance sustainable and legal development in Forest Grove.

List your educational experience*

- Lane Community College - Associates of Science in Geography
- Western Oregon University - Bachelors of Science in Geography (Urban Planning Emphasis)
- University of Montana - Graduate Certificate in Geographic Information Science (GIS)
- University of Montana - Masters of Science in Community and Environmental Planning (Recreation Emphasis)

List any community involvement, appointed offices, elected offices and/or affiliations*

City of Forest Grove Parks and Recreation Commission - Vice-Chair

How did you hear of this opportunity*

Commission Meeting

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature

Joe H Offer

STAFF REPORT TO CITY COUNCIL

TO: *City Council*

FROM: *Jesse VanderZanden, City Manager*

MEETING DATE: *November 24th, 2025*

PROJECT TEAM: *Colleen Winters, Library Director*

SUBJECT TITLE: *Public Arts Commission (PAC) Sub-Committee requests*

ACTION REQUESTED: Ordinance Order Resolution Motion Informational

2040 VISION PLAN

- 1.) Goal Area: Economy – Outcome: Revitalize downtown
- 2.) Goal Area: Economy – Outcome: Foster a community identity and sense of place – Action 1.15: Develop mural corridor/public art and cultural district/celebrations.

BACKGROUND:

Section 6(1)(h) of the Public Arts Commission bylaws and Section 14.1 of Council Rules allow for the creation of Board/Commission subcommittees with approval from the City Council. The PAC is requesting the formation of two subcommittees. Total staff time for both is estimated at 10 hours.

One subcommittee will be for the Main Street project. The PAC has been asked to design a proposal for installation art on four corners of Main Street using TLT funds. This subcommittee would work to create that proposal including budget, location, and Calls for Art. Recommendations for installation art will be placed on the consent agenda for Council approval.

The second subcommittee is to beautify the 22 new garbage containers located downtown. There has been discussion of historic photos or artwork that will be unique to each container or a combination. The PAC will reach out to the Historic Landmarks Board to invite them to participate in the subcommittee and help develop the plan. This project will require additional funding above the annual budgeted TLT funding. Recommendations for this project, including budget and funding source, will also be placed on the consent agenda for Council approval.

RECOMMENDATION

Staff recommends that the City Council approve the formation of these two subcommittees.

ATTACHMENTS

- Request form for Main Street Project Subcommittee
- Request form for Garbage Container Art subcommittee
- Resolution

RESOLUTION NO. 2025-63

**RESOLUTION ESTABLISHING TWO SUBCOMMITTEES OF THE
PUBLIC ARTS COMMISSION (PAC) FOR THE PURPOSE OF
DEVELOPING PLANS FOR MAIN STREET PUBLIC ART AND GARBAGE
CONTAINER BEAUTIFICATION**

WHEREAS, the Council Rules require City Council approval for the creation of any Board or Commission subcommittees; and

WHEREAS, the PAC has been asked to create a plan for installation art on Main Street and a plan to beautify the new garbage containers and the PAC identified both of these projects as needing a subcommittee to more efficiently plan for both projects, and

WHEREAS, the PAC will invite the Historic Landmarks Board to participate in the subcommittee and help develop a plan for the beautification of the garbage containers.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. To establish two PAC subcommittees for the purpose of developing proposals for Main Street installation art, and garbage container beautification.

Section 2. The Main Street subcommittee will be chaired by Dana Eytzen and its membership comprised of Emily Lux, Pat Truax, and Susan Dieter-Robinson.

Section 3. The Garbage container subcommittee will be chaired by Emily Lux and its membership comprised of Dana Eytzen, Brenna Cooper, and Mariah Amador.

Section 4. The subcommittees will hold no more than a total of 10 meetings and shall sunset on April 30 and May 31, 2026, respectively.

Section 5. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 24th day of November 2025

Mariah S. Woods, City Recorder

APPROVED by the Mayor on this 24th day of November 2025

Malynda H. Wenzl, Mayor

Subcommittee Creation Request

Please fill out the following information to propose the creation of a subcommittee.

1. **Name of Board/Commission Requesting:** Public Arts Commission

2. **Proposed Subcommittee Name:** Main Street Project

3. **Proposed Subcommittee Members:** *(List the individuals who will be part of the subcommittee. Include their names and roles.)*
 Dana Eytzen, Emily Lux, Pat Truax, Susan Dieter-Robinson

4. **Purpose of the Subcommittee:** *(Explain why this subcommittee is necessary and how it aligns with City Council goals and objectives.)*
 The Public Arts Commission has been asked to develop a plan to provide public art in four areas of downtown Forest Grove.

 This subcommittee will work to design a proposal including the types and potential themes for the artwork, the budget for each location and timelines for selection and installation.

5. **Proposed Timeline:** *(Outline the timeline, number of meetings, and activities of the subcommittee.)*
 Not to exceed 6 meetings between now and April 30, 2026
 The subcommittee will work to design a proposal including the types and potential themes for the artwork, the budget for each location and timelines for selection and installation.

6. **Estimated Staff Time:** *(Specify the resources required for the successful operation of the subcommittee, such as City personnel, meeting location, and/or materials.)*
 Staff will not need to attend the meetings or write minutes. Admin time will be needed to set up digital access and publish the agenda in compliance with public meeting law which is estimated at two hours per meeting.

7. **Supporting Documentation:** *(Attach any supporting documents, such as a detailed proposal, budget estimates, or letters of support from stakeholders, if applicable.)*

Approval Signatures:

- **Submitter's Signature:** *Dana Eytzen* **Date:** 11/5/2025
- **Staff Liaison Signature:** *Colleen Walters* **Date:** 11/4/2025

Subcommittee Creation Request

Please fill out the following information to propose the creation of a subcommittee.

1. **Name of Board/Commission Requesting:** Public Arts Commission

2. **Proposed Subcommittee Name:** Garbage Can Art

3. **Proposed Subcommittee Members:** *(List the individuals who will be part of the subcommittee. Include their names and roles.)*
 Dana Eytzen, Emily Lux, Brenna Cooper, Mariah Amador

4. **Purpose of the Subcommittee:** *(Explain why this subcommittee is necessary and how it aligns with City Council goals and objectives.)*
 The Public Arts Commission will work on a plan to add artwork and historic photos to the new garbage containers.
 They will partner with Historic Landmarks Board as appropriate.

5. **Proposed Timeline:** *(Outline the timeline, number of meetings, and activities of the subcommittee.)*
 Not to exceed four meetings between now and March 31, 2026.
 The subcommittee will identify options and solutions for beautifying the 22 new garbage containers that have been purchased and installed around Forest Grove.

6. **Estimated Staff Time:** *(Specify the resources required for the successful operation of the subcommittee, such as City personnel, meeting location, and/or materials.)*
 Staff will not need to attend the meetings or write minutes. Admin time will be needed to set up digital access and publish the agenda in compliance with public meeting law which is estimated at two hours per meeting.

7. **Supporting Documentation:** *(Attach any supporting documents, such as a detailed proposal, budget estimates, or letters of support from stakeholders, if applicable.)*

Approval Signatures:

- **Submitter's Signature:** *Dana Eytzen* **Date:** 11/5/2025
- **Staff Liaison Signature:** *Allea Waters* **Date:** 11/4/2025



A place where families and businesses thrive.

November 24, 2025

Washington County Board of Commissioners
155 N First Avenue, Suite 300
Hillsboro, OR 97124

Subject: Request to Suspend Washington County’s Contract with Flock Safety and Related Data-Sharing Systems

Dear Chair and Members of the Washington County Board of Commissioners,

On behalf of the Forest Grove City Council, I am writing to express our deep concern regarding Washington County’s ongoing contract with Flock Safety and similar surveillance technology vendors. Recent reports and investigations have revealed that license plate reader (LPR) systems—such as those operated by Flock—are being used in ways that extend far beyond their originally stated purpose of promoting local public safety.

Technology & Targeting: How Data Is Being Used Against Our Communities

Evidence now shows that Immigration and Customs Enforcement (ICE) and Customs and Border Protection (CBP) actively use LPR technology as an immigration enforcement tool. ICE has effectively acknowledged using data “hits” to profile and target every occupant of a stopped vehicle based solely on that digital record—a practice amounting to **digital racial profiling**.

How This Operates in Washington County

Washington County agencies currently contract with or utilize data from Flock Safety. The data collected through these systems does not remain local—it is pooled through state and federal networks, including fusion centers such as Oregon’s **TITAN Fusion Center**. Once this information enters these interconnected systems, it can be used by federal agencies for deportation targeting **without any local approval, oversight, or notice**.

Why This Matters to Washington County

What began as public safety infrastructure is now being **repurposed as deportation infrastructure**. Members of our community—many of whom have no criminal history—are being flagged not because of any unlawful conduct, but because of how their data is collected, stored, and shared. This situation undermines community trust and directly endangers families who live, work, and contribute to our county. As a local government committed to protecting the rights, dignity, and safety of all residents, we believe Washington County must act decisively to ensure data practices do not enable harm or profiling.

What Washington County Can Do

We respectfully request that the Board of Commissioners take the following immediate steps:

1. **Impose a moratorium** on any local data-sharing with ICE, CBP, or fusion centers until a full, transparent audit of current practices is completed.
2. **Suspend or review all contracts** with Flock Safety and related surveillance technology vendors.
3. **Adopt a County Data Protection Ordinance** explicitly prohibiting voluntary data sharing for immigration enforcement purposes.
4. **Require annual transparency reports** from all county and municipal agencies detailing surveillance technology in use and data access protocols.
5. **Mandate staff training** to ensure that all data requests are verified by valid warrants and conform to state privacy laws.
6. **Launch a community education campaign** to inform residents about their rights and the risks associated with surveillance technologies.

By taking these steps, Washington County can demonstrate its leadership and commitment to safeguarding both public safety and civil rights. Thank you for your attention to this urgent matter and for your continued partnership in promoting a just and equitable Washington County. We would welcome the opportunity to discuss this further and work collaboratively toward responsible data governance policies.

Respectfully submitted,

Malynda Wenzl
Mayor, Forest Grove



LIGHT & POWER ANNUAL REPORT

Keith Hormann | L&P Director

November 24, 2025

City of Forest Grove

AGENDA

Purpose

2025 Goals and Objectives

2040 Vision Plan

Accomplishments

Priorities

Questions

PURPOSE

To brief the City Council on Light & Power's goals, objectives, accomplishments and priorities to help inform City Council's Annual Retreat.

VISION 2040 PLAN



- **2040 GOAL STATEMENT:**
Community Growth
- **2040 ACTION:**
 - 2.22 Keep all long-term infrastructure plans up to date
 - 2.23 Expand green and climate resilient infrastructure and equipment
 - 2.24 Continue redundancy expansion of the electric system at the transmission and substation level

ACCOMPLISHMENTS

Direct-Bury Underground
Cable Replacement
Project



ACCOMPLISHMENTS

Wildfire Mitigation Project



ACCOMPLISHMENTS

System Pole-Butt Testing
2,926 Poles Tested
10,120 Pole Drillings



ACCOMPLISHMENTS



Pre-1970 Pole Replacement Capital Project



ACCOMPLISHMENTS



Pre-1970 Pole Replacement Capital Project



ACCOMPLISHMENTS

Hazard Tree Removals
and System Grid Trimming



ACCOMPLISHMENTS

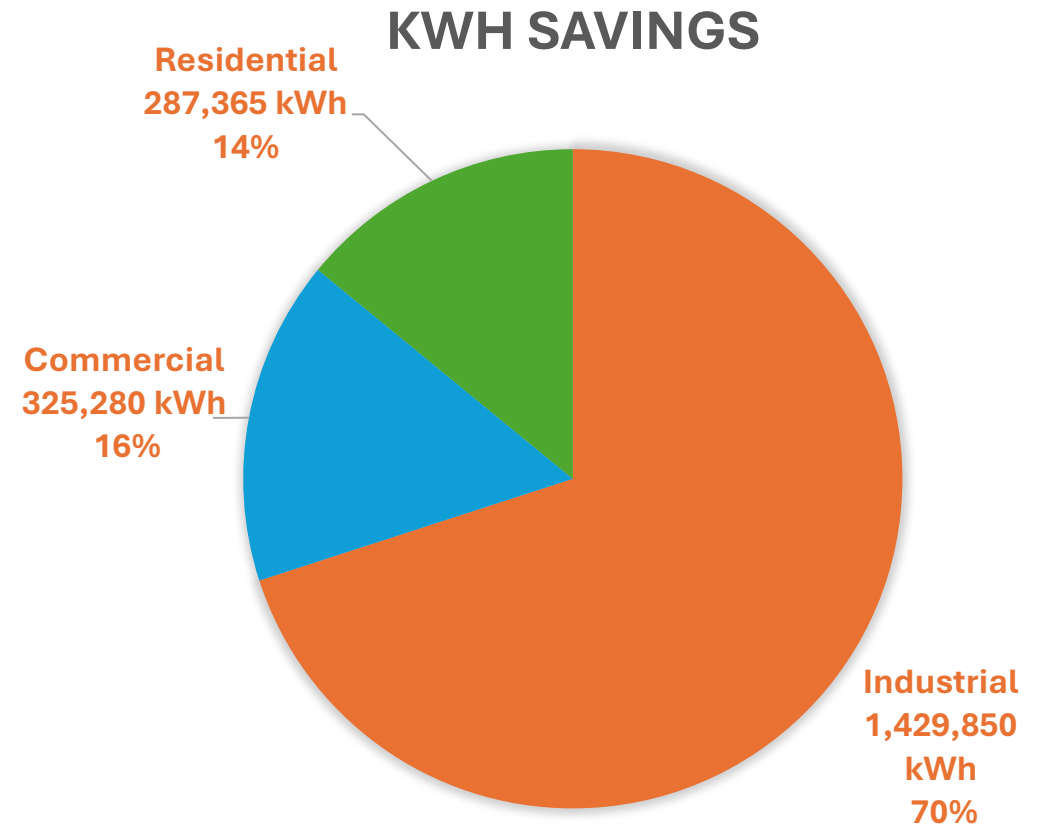
Low-Income Solar
Array Installation
at Forest Grove
Substation



ACCOMPLISHMENTS

Energy Efficiency Measures

- Industrial: 1,429,850 kWh
- Commercial: 325,280 kWh
- Residential: 287,365 kWh
- TOTAL: 2,042,495 kWh



ACCOMPLISHMENTS

- Fully executed BPA 2028-2044 power purchasing agreement
- Fully executed the update and renewal of joint pole use agreements with all five communications companies that have a franchise agreement with the City and are attached to L&P's power poles
- Completed the migration of all geo-spatial mapping data to the Utility Network platform
- Completed L&P emergency operations/continuity of operations plan to ensure compliance with all Federal requirements required of an electric utility

ACCOMPLISHMENTS

- As part of the Clean Fuels Funds Program, incentives were sent to 32 customers for EV charger installations and 22 for purchases of electric bikes
- Completed a BPA-led Portland Area Reinforcement Study (PARS), which studied the transmission system capacities on the west side of the Portland area. Utilities involved included the City of Forest Grove, McMinnville Power & Light, Columbia River PUD, Clatskanie PUD, and PGE's West Service Area
- Collaborated with BPA regarding several transmission line repair projects on their system that are in our service area. Also worked closely with BPA on the Hwy 47/Fernhill Rd intersection pole relocation project. This pole relocation work is tentatively scheduled for May 2026

ACCOMPLISHMENTS

- Completed the 60% design for the Filbert Substation transformer replacement project. Also completed the 60% design of the transmission tie-line between Filbert and Forest Grove Substations. Full project designs are scheduled to be completed in January 2026

PRIORITIES

- Complete the wildfire mitigation project
- Continue multi-year project replacing pre-1970 poles
- Finish the solar array project at Forest Grove Substation
- Work closely with the project contractors conducting work on the substation and distribution line upgrades associated with the Crane Data Center

PRIORITIES

- Pending funding approval, begin construction on the Filbert Substation and associated transmission tie-line projects
- Negotiate the July 1, 2026, IBEW agreement renewal
- Continue to stay fully staffed
- Meet all electrical requests within prescribed timelines
- Keep safety as our top priority

QUESTIONS?



LIBRARY ANNUAL REPORT

Colleen Winters

November 24, 2025

City of Forest Grove

AGENDA

Purpose

2025 Goals and Objectives

2040 Vision Plan

Accomplishments

Priorities

Questions

PURPOSE

To brief the City Council on the Library's goals, objectives, accomplishments and priorities to help inform City Council's Annual Retreat.

2025 GOALS AND OBJECTIVES

4

- Ensure an inclusive, accessible and sustainable community
- Enhance recreation opportunities for all

VISION 2040 PLAN



- **2040 GOAL STATEMENT:** We envision an engaged and connected Forest Grove community with inclusive spaces for all ages, where strong partnerships, active civic participation, and shared information foster collaboration and belonging.

2040 ACTIONS

- 4.1 Passage of WCCLS levy
- 4.2 Almost daily, the library serves as a gathering space that is safe and welcoming
- 4.6 The library has 20 regular volunteers; 30 members of the TLC (Teen Library Council); a 9 member Friends of the Library Board; and a 7-member Foundation Board
- (The Friends recently hosted a volunteer dinner with 60 attendees)
- 4.7 The library annually employs Pacific University work study students. We currently have 8

ACCOMPLISHMENTS

7

- The library participated in the new Civics Academy
- The City Manager and Library Director participated in the county's structure and governance evaluation project.

ACCOMPLISHMENTS

- Participation in the WCCLS Structure, Governance and Evaluation project. This two-year long effort included the recommendation regarding the recent levy (which passed 59.3% to 40.7%)
- Remodel/renovation of Children's area (funding for the renovation comes from a donation; a bequest; the Friends of the Library and the Library Foundation)
- Transition of Fireplace area into programming area (funding for from the Library Foundation)
- FY Door Count average = 8,284 per month
- 2025 Circulation = average increase was 2.9 percent

SUMMER READING 2025

1. Adult Summer Reading

- Hours Read: 6868 (Read for A Cause = \$1380)
- Adult SRP Participants: 141

2. Youth Summer Reading

- Youth Participants: 1,265 kids, 364 teens
- Books distributed: 2,042 (1,679 in 2024)
- Total hours read: 5,644



PRIORITIES

- Evaluate current service levels based on increased funding possibilities
- Participate in WCCLS plan to centralize collections and Interlibrary Loans
- Determine future of security gates
- Complete exterior projects: garden expansion, murals

QUESTIONS?



COMMUNITY DEVELOPMENT ANNUAL REPORT

Bryan W. Pohl and Miles Glowacki

November 24, 2025

City of Forest Grove

AGENDA

Purpose

2025 Goals and Objectives

2040 Vision Plan

Accomplishments

Priorities

Questions

PURPOSE

To brief the City Council on Community Development's (CD) goals, objectives, accomplishments and priorities to help inform City Council's Annual Retreat.

2025 GOALS AND OBJECTIVES

- Goal 1: Address Long-Term Growth & Support Housing & Economic Stability
 - 1.1 Initiate policy discussion on an urban reserve growth strategy
 - 1.2 Update and adopt the Economic Opportunities Analysis and the Economic Development Strategic Plan
 - 1.3 Update, adopt, and implement the Comprehensive Plan
 - 1.4 Develop and publish an ADU toolkit
 - 1.5 Clarify strategic direction for downtown redevelopment and partnerships
- Goal 2: Ensure an Inclusive, Accessible, & Sustainable Community
 - 2.3 Evaluate funding options and implement Urban Renewal Plan
 - 2.7 Create a parking demand management plan

VISION 2040 PLAN

- **2040 GOAL STATEMENT:** Community Growth
- **OUTCOME:** Increase the supply of diverse and affordable housing options to meet current and future needs
- **2040 ACTIONS:**
 - 2.1 Conduct community engagement to better understand desired housing growth including types and location of housing
 - 2.2 Address rent burden in the community by expanding opportunities for affordable housing development
 - 2.3 Educate landowners and/or small developers on new housing and ADU options
 - 2.4 Develop policies and programs that allow for ADU flexibility
 - 2.5 Activate policies around utilizing downtown “upstairs” apartments per the City’s Urban Renewal Plan
 - 2.6 Support City partners who develop affordable housing for the community
 - 2.7 Lobby for adequate infrastructure funding to support housing development
 - 2.8 Update the City’s Comprehensive Plan

ACCOMPLISHMENTS

- Permits and Inspections:
 - Forest Grove
 - Permits Issued – 679
 - Inspections - 6,241
 - Total valuation - \$335,600,000
 - Cornelius
 - Permits Issued – 319
 - Inspections – 3,417
 - Total valuation - \$36,276,000

ACCOMPLISHMENTS

7

- Held two work sessions on Urban Reserve Areas – currently developing scope of work for feasibility analysis
- Awarded funding from DLCD to begin the Housing Capacity Analysis work
- Adopted the Economic Opportunities Analysis
- Began working with City of Cornelius on an ADU workshop
- Drafted code revision language for industrial areas (and more) and began hearings process

VISION 2040 PLAN

- **2040 GOAL STATEMENT:** Economy
- **OUTCOME:** Revitalize Downtown
- **2040 ACTIONS:**
 - 1.8 Develop a long-term vision for the Main Street Program
 - 1.9 Partner with property owners to attract businesses aligned with Main Street vision
 - 1.10 City incentive programs to support/retain small/local businesses
 - 1.11 Encourage and attract more events downtown to promote foot traffic
 - 1.12 Install decorative lighting downtown
 - 1.13 Increase wayfinding signage for downtown parking
- **OUTCOME:** Revitalize Downtown
 - 1.14 Update Tourism Strategic Plan
 - 1.15 Develop mural corridor/public art and cultural district/celebrations
 - 1.16 Explore an exterior architectural design standard to create a visual identity
 - 1.17 Pursue grants to support tourism, placemaking, identity, and planning

VISION 2040 PLAN



- **2040 GOAL STATEMENT:** Economy
- **OUTCOME:** Create a balanced and diversified economy composed of a variety of commercial and industrial businesses offering high-paying job opportunities
- **2040 ACTIONS:**
 - 1.1 Conduct feasibility analysis for a grocery store
 - 1.2 Increase volume and diversity of commercial business development
 - 1.3 Update the City’s Economic Development Strategic Plan
 - 1.4 Increase industrial business development
 - 1.5 Explore the creation of an Economic Improvement District
 - 1.6 Strengthen the City’s partnership with local small businesses to support local distribution and entrepreneurship
 - 1.7 Support workforce development programs

ACCOMPLISHMENTS

10

- Worked with 10 property owners in the downtown core to implement façade improvements to their properties, utilizing the City's Storefront Improvement Grant Program (~\$57,000 in funding)
- Supported six tourism related events through the Tourism Sponsorship Program (~\$18,000 in sponsorship)
- Funded two tourism capital grant requests (\$5,000)
- Funded 7 projects through the Building Improvement Grant (~\$175,550 in funding)
- Completed the purchase of the old theatre building by the Urban Renewal Agency.
- Held work session with Council on Main Street direction

PRIORITIES

- Complete work on David Hill Urban Reserve feasibility analysis
- Begin Housing Capacity Analysis
- Begin Comprehensive Plan update
- Update the Economic Development Strategic Plan and ensure that it reflects the values, outcomes, and actions of the 2040 Vision
- Update the Tourism Strategic Plan
- Amendments to the FG Enterprise Zone
- Perform hotel and grocery store market analysis
- Refine development concepts for URA-owned properties

QUESTIONS?



ADMINISTRATIVE DEPARTMENT ANNUAL REPORT

Jesse VanderZanden | City Manager
Presentation, City Council, November 24, 2025

City of Forest Grove

AGENDA

Purpose

2025 Goals and Objectives

2040 Vision Plan

Accomplishments

Priorities

Questions

PURPOSE

To brief the City Council on Administrative Services Department goals, objectives, accomplishments, and priorities to help inform City Council's Annual Retreat.

2025 GOALS AND OBJECTIVES

Ensure an Inclusive, Accessible, and Sustainable Community

- Adopt a 2040 Vision and Action Plan Complete
- Hold a work session to discuss DEI policies and programs 2040 Plan
- Develop a community (civics) academy Complete
- Evaluate City Council accessibility and compensation options Complete
- Evaluate staff capacity in administration and parks maintenance Complete
- Pass the Police Station Bond Measure Ongoing
- Implement public safety response times dashboard Complete

VISION 2040 PLAN

2040 ACTIONS:

- **1.13** Increase wayfinding signage for downtown parking
- **1.15** Develop mural corridor/public art and cultural district/celebrations
- **1.17** Pursue grants to support tourism, placemaking, identity, and planning
- **2.7** Lobby for adequate infrastructure funding to support housing development
- **2.8** Update the City's Comprehensive Plan
- **2.22** Keep all long-term infrastructure master plans up to date
- **2.26** Communicate and educate the community on key infrastructure investments
- **2.37** Enhance and add wayfinding signage in downtown and along arterials
- **3.2** Establish a recreation advisory committee with representatives from the city, Cornelius, Pacific U., and School District
- **3.5** Work with Pacific U on updating the Lincoln Park long-term use agreement
- **3.6** Host Safety Town community event



VISION 2040 PLAN



- **4.1** Explore and support external funding opportunities to sustain Library programs and services
- **4.7** Establish civic engagement internships with Forest Grove High School, Pacific University, and others
- **4.8** Seek ongoing community feedback on City projects and programs
- **4.9** Employ Pacific University work study students for community service needs
- **4.10** Utilize digital and printed tools to enhance communication
- **4.11** Update the City’s communication plan
- **4.12** Comprehensive community calendar managed by one entity where all community organizations can share events
- **4.13** Increase collaboration between Cornelius, Gales Creek, Banks, and others in the region to improve community connection
- **4.14** Increase connection and partnership with Pacific University
- **4.15** Facilitate regular meeting that supports alignment across community organizations

ACCOMPLISHMENTS

7

Human Resource and Legislative/Executive

- Completed archival of all city documents
- Updated Proclamation Policy
- Updated staff and Council travel and business expense policies
- Updated Council compensation
- Updated Employee Handbook to assure compliance with recent state statute changes
- Completed 42 recruitments in FY 24-25
- Successfully recruited Assistant City Manager. Police Chief recruitment closed yesterday
- Revamped VOYA and Mission Square 457 retirement plan policies

ACCOMPLISHMENTS

Communications Team

- Convened community stakeholders, residents, and staff to develop the 2040 Vision Plan
- Launched the inaugural Civics Academy, providing an engaging platform for residents to learn about local government
- Hosted a well-attended Community Open House with participation from key partners, including Centro, Adelante Mujeres, GroveLink, and the Chamber
- Facilitated the summer visit to Nyuzen and coordinated the Nyuzen student delegation
- Led public messaging for the Police Levy
- Supported the Downtown Glow Up, increasing visibility for revitalization efforts
- Assisted with the revamping and planning of the State of the City Address
- In partnership with Parks and Recreation, began the Parks and Recreation Activity Guide

ACCOMPLISHMENTS

Information Technologies

Windows 10 → Windows 11 Migration

- Workstation onboarding through Managed Services is nearly complete, with only final connectivity, configuration, or approval steps remaining
- Effort also established full endpoint visibility and standardized device management, enabling more efficient delivery of updates, security tools, and future upgrades

SentinelOne Antivirus Replacement & Full Detect Mode

- Transitioned to SentinelOne, a modern, AI-driven protection platform that replaces our previous, outdated antivirus solutions

Server Modernization & Patching

- Two new servers are currently being brought online to modernize the City's server infrastructure, improving performance, stability, and resiliency

Police Department Network Segmentation

- Installed dedicated firewall for Police to improve CJIS (Criminal Justice Information System) compliance. In final changeover process and expected to go live in a week

Network Infrastructure Improvements

- A successful reboot of the Light & Power SG-90 switch was completed, confirming system stability

ACCOMPLISHMENTS

Information Technologies

Mitel Phone System

- A successful test reboot of the Power/Light SG-90 phone switch was completed

Meter Reading System Upgrade

- New meter reading devices have been purchased for Light & Power
- System will streamline the flow of meter data between the field units, FCS, and Encode, improving billing accuracy and efficiency

Overall Department Progress

- Significantly reduced deferred replacements with newer, easier to operate, and more efficient equipment including phones, modems screens, personal computers, etc. This has also led to improved morale across the city
- Citywide patching, endpoint stabilization, and network modernization efforts continue
- Improvements strengthen the City's security posture, reduce technical debt, and modernize our technology environment in preparation for future growth

ACCOMPLISHMENTS

Finance Department and Utility Billing

Biennial Budget

- The biennial budget was a success and is live and available in both Munis and OpenGov

Staffing

- Successful onboarding of Senior Accountant and Assistant Finance Director

Audit

- Completed the FY2024/25 Financial Audit

Water Rate Study

- The finance portion of the Water Rate Study is nearly complete

Paperless

- Working to scan remaining hard copies and moving closer to being paperless

Billing System Upgrade

- Migrating to new billing system. New features to include solar/net meter billing

ADMINISTRATION PRIORITIES

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- Communications Plan and branding
- Create a platform for sharing 2040 progress and priorities with the community
- Update the CEP application and grant process
- Plan State of City and Civics Academy
- Find new and creative ways for community engagement and events
- Comprehensive review of insurance policies
- Research right-of-way ordinance
- Update long-term facility plan
- Update Enterprise Zone program
- Research self-administering a paid leave program
- Develop a work back program for defined benefit and PERS

ADMINISTRATION PRIORITIES

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- Develop comprehensive and consistent credit card payment program
- Continue replacement of aged IT equipment
- Complete IT server replacements
- Complete Police firewall
- Request for Proposal for IT network services
- Setup biennial budget for future years
- Hire/Onboard Assistant City Manager, Police Chief, and Finance Director
- Provide additional opportunities for staff training
- Complete the implementation of new software for Finance and Utility Billing

QUESTIONS?

STAFF REPORT TO CITY COUNCIL

TO: City Council

FROM: Jesse VanderZanden, City Manager

CC: Jodi Gollehon, City Attorney

MEETING DATE: November 24, 2025

SUBJECT TITLE: Resolution Declaring the City of Forest Grove a Sanctuary City

ACTION REQUESTED: [] Ordinance [] Order [X] Resolution [] Informational

2040 VISION PLAN

2040 VALUES: Safe Community

2040 GOAL STATEMENT: We envision a connected Forest Grove community with inclusive spaces

2040 OUTCOME: Inclusive and accessible spaces for people to gather and connect

BACKGROUND

On February 13, 2017, the city passed Resolution 2017-21 declaring Forest Grove an inclusive community. On November 10, 2025, the City Council passed Resolution No. 2025-61, declaring a state of emergency to address the community impacts of federal immigration enforcement. During this meeting, the Council also reached consensus to repeal Resolution No. 2017-21 and to affirm the City of Forest Grove’s commitment to maintaining a safe, open, and inclusive community for all people by designating the City of Forest Grove as a Sanctuary City. Resolution 2025-62, attached, mirrors Resolution 2017-21 with the following exceptions:

- It replaces “inclusive” with “sanctuary.”
• It updates the fourth “Whereas” to reflect current Oregon state law.
• It adds the same “Whereas” as Beaverton and Hillsboro defining a sanctuary city.
• It states in Section 3 that the city’s provision of services shall not be conditioned upon federal immigration status, except as required by law.

In Washington County, Hillsboro and Beaverton declared themselves sanctuary cities in 2017. Near the same time, Tigard, Tualatin, Sherwood, Forest Grove and Cornelius declared themselves inclusive cities. In addition to Forest Grove, Washington County, Cornelius, and Hillsboro declared emergencies due to the impacts of federal immigration. Hillsboro is also holding a work session on November 24, 2025 to discuss codifying the Oregon Sanctuary Promise Act.

All cities, regardless of sanctuary or inclusive declarations, follow Oregon’s sanctuary laws (ORS 181A.820-181A.829) which prohibit state and local police and government from assisting in the

enforcement of federal immigration laws. As proscribed in state statute, cities are specifically prohibited from the following actions:

- Denying services, benefits, privileges or opportunities to an individual in custody on the basis of known or suspected immigration status or other related federal immigration request or a civil immigration warrant;
- Inquiring into or collecting information about an individual’s immigration or citizenship status or country of birth unless: a) the information is required to advance an investigation into a violation of state or local criminal law, b) the information is submitted to a court of this state in connection with a proceeding or as necessary to determine the individual’s eligibility for a benefit that the individual is seeking;
- Providing information about an individual in the custody of city to a federal immigration authority for the purpose of civil immigration enforcement, except as may be required by a judicial subpoena or by another compulsory court-issued legal process or to the extent that the information is available to the general public and under the same terms and conditions as the information is available to the general public;
- Using public facilities, property, moneys, equipment, technology or personnel for the purpose of investigating, detecting, apprehending, arresting, detaining or holding individuals for immigration enforcement;
- Granting a federal immigration agency access to an area of a facility that is not normally open to the public;
- Supporting or assisting a federal agency in immigration enforcement, in any of the following ways:
 - Providing information, including but not limited to an individual’s contact information, country of birth, custody status, release date, parole, probation or post-prison supervision appointment dates or times, or home or work address, except as may be required by a judicial subpoena or by another compulsory court-issued legal process or to the extent that the information is available to the general public and under the same terms and conditions as the information is available to the general public;
 - Investigating or interrogating individuals for immigration enforcement; or
 - Establishing traffic perimeters for the purpose of supporting or facilitating immigration enforcement.

Executive Order (EO) 14287, signed by the President on April 28, 2025, requires the Attorney General to publish a list of states and local jurisdictions that have declared sanctuary status. Further, it directs the Office of Management and Budget to identify federal funds to those jurisdictions and suspend or terminate them.

Portland is the only city in Oregon that has been listed by the Department of Justice. According to the EO, the list will be reviewed regularly, and if a jurisdiction declares itself as a sanctuary jurisdiction, such action will be one of the aspects the federal government will consider when adding jurisdictions to the list. As per our City Attorney, if Forest Grove gets added to the list, the consequences are unknown, but it may draw increased attention from the federal government in potential legal action¹,

¹ See [United States v. Illinois](#) (Feb. 6, 2025), [United States v. Rochester](#) (April 24, 2025), [United States v. Colorado](#), [United States v. Newark](#), [United States v. New York City](#), [United States v. Boston](#) (Sept. 4, 2025), and [United States v. Minnesota](#) (Sept. 29, 2025), under which the U.S. has sued states and cities for their sanctuary policies.

restrictions on federal funding, including private entities that receive federal funds, and increased immigration enforcement.

Regarding federal funding, there are two grants the city is slated to receive money directly from the federal government, as follows:

- \$900,000 from Housing and Urban Development (HUD) to install solar panels and dedicate the income to the city's electric utility assistance program. The City contacted HUD recently and HUD noted this grant source appeared secure and that no similar grants within HUD have been cancelled.
- \$83,000 from the Department of Justice for the COPS program. These funds are reimbursed quarterly and all proceeds will be received by the city by March 31, 2026.

It is not clear whether these funds are at risk as Oregon is already listed by the Department of Justice as a sanctuary state and the city continues to receive grant funds from the state that are funded by the federal government.

FISCAL IMPACT

There is no direct fiscal impact on the FY 25-27 budget. Regarding grant funding, see above.

RECOMMENDATION

Staff recommends the City Council consider the attached Resolution.

ATTACHMENT

- Resolution

RESOLUTION NO. 2025-64

RESOLUTION DECLARING THE CITY OF FOREST GROVE A SANCTUARY CITY FOR ALL PERSONS, REGARDLESS OF RACE, COLOR, NATIONAL ORIGIN, IMMIGRATION OR REFUGEE STATUS, RELIGION, SEX, GENDER IDENTITY (INCLUDING GENDER EXPRESSION), SEXUAL ORIENTATION, MENTAL AND PHYSICAL ABILITY, VETERAN STATUS, OR AGE

WHEREAS, the City of Forest Grove is committed to living its values as a welcoming city for all individuals and is a community that seeks to accept and support all people, regardless of a person's race, color, national origin, immigration or refugee status, religion, sex, gender identity (including gender expression), sexual orientation, mental and physical ability, veteran status, or age; and

WHEREAS, the inclusion, integration and safety of all residents are vital concerns for the general welfare of the City in all respects and discrimination on any of the above is against the public policy of the City; and

WHEREAS, chronic discrimination against any group of persons can negatively impact the health, well-being and general welfare of the City leading to community disengagement, diminished economic and educational opportunities, increased stigmatization, diminished physical, mental and emotional health; and

WHEREAS, the City of Forest Grove has consistently complied with, and will continue to comply with, the laws of the State of Oregon, specifically Oregon Revised Statutes (ORS) 181A.820 through 181A.829, which prohibit a law enforcement agency or public body from denying services based on an individual's immigration status, collecting information on an individual's citizenship status, using public resources to assist in immigration enforcement, or otherwise providing information to a federal immigration, except as required by law; and

WHEREAS, the City of Forest Grove, as a community that celebrates the wide diversity of its residents and visitors, actively seeks to promote as core obligations the health, well-being, and general welfare of the City, and the City's ongoing prosperity depends upon the harnessing of all labor, skills, and ideas available to the City for economic growth and opportunities; and

WHEREAS, the City of Forest Grove recognizes the inherent worth and dignity of all persons, who should be treated with compassion and respect regardless of race, color, national origin, immigration or refugee status, religion, sex, gender identity (including gender expression), sexual orientation, mental, emotional and physical ability, veteran status, or age.

WHEREAS, the City of Forest Grove defines "Sanctuary City" as a city that is committed to providing a safe community for all individuals, regardless of ethnicity or immigration status, and ensures that all members of our community are safe and can call

upon public safety assistance whenever necessary, without being questioned about federal immigration laws and without fear of reprisal based solely on legal status, in accordance with Oregon State law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:

Section 1. The City of Forest Grove is a sanctuary city that embraces, celebrates, and welcomes the collective contributions to the prosperity of the City of all persons regardless of race, color, national origin, immigration or refugee status, religion, sex, gender identity (including gender expression), sexual orientation, mental and physical ability, veteran status, or age.

Section 2. The City of Forest Grove will continue to comply with the laws of the State of Oregon with respect to the prohibition of the use of funds, personnel and equipment for the enforcement of federal immigration law and strive to discourage harassment and discrimination against all residents.

Section 3. The provision of services by the City shall not be conditioned upon a community member's federal immigration status, except as required by law.

Section 4. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 24th day of November, 2025.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 24th day of November, 2025.

Malynda H. Wenzl, Mayor

STAFF REPORT TO CITY COUNCIL

TO: City Council

FROM: Jesse VanderZanden, City Manager

MEETING DATE: November 24, 2025

PROJECT TEAM: Bryan Pohl, Community Development Director
Miles Glowacki, Economic Development Coordinator

SUBJECT TITLE: Resolution authorizing City Manager to execute an intergovernmental agreement between the City of Forest Grove and Washington County for administration of the collection of the City's Transient Lodging Tax

ACTION REQUESTED: [] Ordinance [] Order [x] Resolution [] Informational

2040 VISION PLAN

2040 Outcome: Foster a sense of community and place.

2040 Action Items:

- 1.11 Encourage and attract more events downtown to promote foot traffic
1.12 Install decorative lighting downtown
1.13 Increase wayfinding signage for downtown parking
1.14 Update the Tourism Strategic Plan
1.15 Develop mural corridor/public art and cultural districts/celebrations
1.17 Pursue grants to support tourism, placemaking, identity, and planning
2.37 Enhance and add wayfinding signage in downtown and along arterials
4.2 Explore opportunities to create a central community gathering space that is safe and welcoming for all ages
4.5 Develop a festival street/pedestrian mall in downtown Forest Grove
4.9 Employ Pacific University work study students for community service needs

BACKGROUND

A local Transient Lodging Tax (TLT) is a tax imposed by a local government on the sale, service, or furnishing of transient lodging.

ORS 320.350 provides that a City Council may impose a local Transient Lodging Tax. Under state law and county ordinance, a city may keep 100% of a locally levied TLT. State law requires that at least 70% of net revenue be used for tourism promotion or tourism-related facilities.

On November 27, 2017, the City Council approved Ordinance 2017-13 establishing a 2.5% TLT rate, with collections beginning in January 2018. On November 27, 2017, the City Council adopted Resolution 2017-72, which authorized the City Manager to enter into an Intergovernmental Agreement

(IGA) with Washington County to collect the TLT on the City's behalf and remit the collections, minus a .33% fee of the taxes allocated for their collection services, to the City. The IGA specifies the rate at which the County will collect the tax.

On January 27, 2025, the City Council held a work session and reached a consensus to raise the TLT from 2.5% to 3.5%. On October 13, 2025, the Council passed Ordinance 2025-03, which amended the Forest Grove Code to increase the TLT rate from 2.5% to 3.5%. This Ordinance takes effect on January 1, 2026, and will apply to any reservations made after that date.

Upon passage of Ordinance 2025-03, staff worked with the County to amend the agreement, and City staff has begun the notification process to the affected transient lodging providers.

Resolution 2025-65 authorizes the City Manager to enter into a new IGA with Washington County to collect the TLT on the City's behalf at the new rate of 3.5%. In addition to the change in tax rate in the IGA, this IGA would supersede and replace the old IGA and also make clear that any future amendment to the TLT rate would not necessitate the IGA to be amended. Instead, the agreement would require that the City provide timely notice of the change to the County and lodging operators. Both City and County legal have reviewed this agreement and the proposed IGA represents both parties' proposed changes.

FISCAL IMPACT

Estimates for a one percent TLT rate increase would result in an additional \$50,000 per annum in revenue.

RECOMMENDATION

Staff recommends that the City Council approve the attached resolution.

ATTACHMENTS

- TLT IGA
- Resolution

RESOLUTION NO. 2025-65

RESOLUTION AUTHORIZING CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN THE CITY OF FOREST GROVE AND WASHINGTON COUNTY FOR ADMINISTRATION OF THE CITY OF FOREST GROVE'S TRANSIENT LODGING TAX (TLT)

WHEREAS, the City of Forest Grove has established a City Transient Lodging Tax (TLT) for the purpose of promoting local tourism; and

WHEREAS, the City of Forest Grove and Washington County have previously entered into an Intergovernmental Agreement (IGA) for the County to collect the City's TLT on the City's behalf at the rate of 2.5%; and

WHEREAS, the City has ordained that the Transient Lodging Tax (TLT) shall increase on January 1, 2026, to 3.5%; and

WHEREAS, the City desires Washington County to continue administering the collection of the TLT on the City's behalf, and the County is equipped to do so.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF FORST GROVE AS FOLLOWS:

Section 1. The City Council approves the Intergovernmental Agreement (Exhibit A) between the City of Forest Grove and Washington County for the administration of the Transient Lodging Tax.

Section 2. The City Manager is authorized to execute the IGA on behalf of the City.

Section 3. This resolution is effective immediately upon its enactment by the City Council.

PRESENTED AND PASSED this 24th day of November, 2025.

Mariah S. Woods, City Recorder

APPROVED by the Mayor this 24th day of November, 2025.

Malynda H. Wenzl, Mayor

INTERGOVERNMENTAL AGREEMENT

Transient Lodging Tax

This Agreement is entered into by and between Washington County, a political subdivision of the State of Oregon (County) and the City of Forest Grove, a municipal corporation (City).

WHEREAS:

1. Washington County Code Chapter 3.08, establishes a County-wide tax on transient lodging (“County transient lodging tax”);
2. Section 3.08.170 of the Washington County Code provides that County transient lodging tax proceeds collected within a city may be shared with the city, provided the city requests to participate and enters into an agreement with the County regarding transient lodging tax sharing; and
3. Per City Ordinance 2025-03, the City amended Subchapter 34.25 through 34.40 to the Forest Grove Municipal Code, and adopted a three and one-half percent (3.5%) local transient lodging tax (“City transient lodging tax”- in addition to the County transient lodging tax; and
4. The City desires Washington County to administer the City transient lodging tax on the City’s behalf; and
5. The Parties desire to enter into this Agreement to implement the terms of Washington County Code Chapter 3.08 and administer Forest Grove Municipal Code Subchapters 34.25 through 34.40 (collectively referred to as the “transient lodging taxes”); and
6. For administrative convenience, the City transient lodging tax is substantively modeled off of the County transient lodging tax.

NOW THEREFORE, the parties agree to the following:

TERMS AND CONDITIONS:

1. City, in consideration of a shared allocation of County transient lodging tax collected within the City, hereby consents to the following:
 - a. The administration and enforcement of the transient lodging tax shall remain with Washington County, acting by and through its County Chief Financial Officer;
 - b. The total amount of County transient lodging tax shall not exceed nine percent (9%) of the rent as provided in Section 3.08.080 of the County Code; and

c. The amount of County transient lodging tax distributed to City shall be calculated as provided for in Section 3.08.170.B of the County Code.

d. The County shall collect the City transient lodging tax to the extent it is consistent with the County transient lodging tax and remit the proceeds, minus the cost provided for in Section 4 of this Agreement, to City.

2. The Parties intend that this Agreement operate in addition to, and not in lieu of, the intergovernmental tax sharing agreement the Parties entered into in October 2006. As between the Parties of this Agreement, paragraphs 1 and 2 of their 2006 tax sharing agreement is struck in its entirety and amended to read as follows:

“1. The parties agree that:

a. The administration and enforcement of the transient room tax shall remain with Washington County, acting by and through its Director of Support Services;

b. The transient room tax rate imposed by the County within the City shall not exceed the amount provided in Section 3.08.080 of the County Code; and

c. The amount distributed to the City shall be calculated as provided in Section 3.08.170 B. of the County Code.”

2. County shall calculate the amount, if any, due to City in accordance with Section 3.08.170 B. of the County Code and shall distribute any amount due to City within 30 days of receipt of taxes.”

3. County shall calculate the amount, if any, due to City in accordance with Section 3.08.170B and shall distribute any amount due to City within 30 days of receipt of the taxes.

4. The County may collect the City tax pursuant to this Agreement and distribute the proceeds, less county reasonable costs (a minimum of .33% of the taxes allocated), to City.

5. City may make periodic adjustments to the City transient lodging tax rate through future City ordinances. If the City implements a future transient lodging rate change adjustment through adoption of a future ordinance:

a. City will:

i. provide a copy of the ordinance to the County within 30 days of adoption, and;

ii. notice all Transient Lodging Facilities, as defined under ORS 320.300, within its jurisdiction of the transient lodging tax rate change at least 30 days before the effective date of the City transient lodging rate change ordinance.

b. the County will administer and collect the new rate effective January 1 of the year following adoption of a City ordinance modifying the existing transient lodging tax rate.

6. Disputed Collections:

a. The County shall implement, on the City's behalf, the provisions of the City Code establishing the City transient lodging tax, and shall pursue collection of all delinquent City transient lodging taxes through processes available under City Code, and may apply any funds initially collected to recover County's own demonstrable actual costs of collection, applying any remainder to delinquent City accounts. However, City shall be responsible to defend any claim or litigation involving legal challenges to the City's transient lodging tax or any part thereof, or the use of the taxes by the City.

b. The County shall process petitions for redetermination or appeals directed at City collections. Should the City receive a petition for redetermination, the request shall be forwarded to the County for processing under the redetermination and appeals procedures of the County Code. Any appeal to the City Council shall be forwarded to the County for processing under the administrative appeal procedures of the County Code. The City will transmit any petition or notice of appeal together with the file of the appealed matter to the County Chief Financial Officer within ten business days of receipt of the petition or notice of appeal.

7. County and City, by and through their respective Finance Officers shall cooperate in ensuring that the transient lodging taxes are effectively and efficiently enforced within City. Each party shall give the other immediate written notice of any action or suit filed or any claim made against party that may result in litigation in any way related to this Agreement.

8. This Agreement may be terminated by either party upon 30 days of written notice. Any amounts due City from County and/or City transient lodging taxes collected prior to the effective date of termination shall be paid within 30 days of termination.

9. Each party shall comply with all applicable Federal, State and Local laws rules and regulations, including but not limited to, state transient lodging tax laws and administrative rules, and non-discrimination in employment because of race, color, ancestry, national origin, religion, sex, sexual orientation, marital status, age, medical condition or disability.

10. This writing is intended both as the final expression of the Agreement between the parties with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement. The parties agree this Agreement supersedes and fully replaces that Intergovernmental Agreement – Transient Lodging Tax – executed January 1, 2018 (2018 Agreement). The 2018 Agreement is of no force or effect.

WHEREAS:

All the aforementioned is hereby agreed upon by the parties and executed by the duly authorized signatures below.

CITY OF FOREST GROVE

Address: 1924 Council Street; PO BOX 326
Forest Grove, OR 97116

Signature Date

Print Name Title

WASHINGTON COUNTY

Address: 155 N. First Ave. Suite 270
Hillsboro, OR 97124

Signature Date

Print Name Title